

BOSTON UNIVERSITY - INITIAL APPOINTMENT APPLICATION

Part I – Unit Actions

Candidate's Name: Date:

Proposed Rank and Tenure Status:

School/Department:

Department

If an initial appointment with tenure is recommended, all tenured members of the department should review the candidate's dossier, discuss their qualifications, and vote. If a tenure-track or non-tenure track appointment is recommended, all full-time department faculty at or above the proposed rank should review the materials and vote. The Chair reports the vote and their own recommendation.

Please note: Do not leave blanks. Enter "0" in categories which did not receive any votes

Number of faculty eligible to vote

Number for Appointment

Against

Abstaining

Absent

Chair

Chair's Recommendation:

Appoint

Deny Appointment

Signature, Department Chair

Date

Name of Department Chair

School Appointment, Promotion, and Tenure Committee

The School APT Committee critically reviews the candidate's dossier and the recommendations of the departmental faculty and of the Chair, and submits a report (Part IV) to the Dean.

Number for Appointment

Against

Abstaining

Absent

Signature, APT Committee Chair

Date

Name of School APT Committee Chair

Part I-Unit Actions (Con't)

Candidate's Name:

Dean

If the Dean has approved the appointment recommendation and is satisfied that the proper procedures have been followed by the department and the School APT Committee, the Dean forwards the recommendations of the Chair and the School APT Committee along with the Dean's own decision and report (Part V) to the Provost. If the Dean determines that the proper procedures have not been followed, the Dean may return the application to the appropriate level for remedial action.

Dean's Recommendation:

Appoint

Deny Appointment

Signature, Dean

Date

Name of Dean

University Appointments, Promotion, and Tenure Committee

The UAPT Committee critically reviews the case. The UAPT Committee's report (Part VI) is forwarded to the Provost.

Number for Appointment

Against

Recused

Absent

Signature, UAPT Committee Chair

Date

Name of UAPT Committee Chair

Provost

The Provost critically reviews the case. The Provost forwards their recommendation and the UAPT Committee report to the President. If the Provost is not satisfied that the proper procedures have been followed, however, the Provost may return the case to the appropriate committee or Dean.

Provost's Recommendation:

Appoint

Deny Appointment

Signature, Provost

Date

Name of Provost

President

The President critically reviews the case and makes a final decision.

President's Decision:

Appoint

Deny Appointment

Signature, President

Date

Name of President