



FACULTY APPOINTMENT OR PROMOTION

Instructions: Please review the list of required documents for an initial appointment or a promotion at GSDM. Once completed, please send the packet to Richard Rabbett (rabbet@bu.edu) and Jason Stevens (jasonls@bu.edu).

Faculty Information

Name

Department

Current Rank

Proposed Rank

A&P Packet Components

- ☐ GSDM Appointment Cover Log
 - ☐ Chair's Cover Memo
 - ☐ Curriculum Vitae (CV)
 - ☐ Evaluator List: Please list BU faculty (alphabetical order), then other university faculty (alphabetical order). Include relationship to the candidate and rationale for selection.
 - ☐ Evaluation Letters: Arrange in same order as Evaluator List.
 - ☐ Boston University Cover Page with photo (Only for ASTP, ASCP, PROF)
 - ☐ Personal Statement: Professional Activities and Anticipated Academic Trajectory
 - ☐ Statement on Diversity, Equity, Inclusion, & Belonging
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Administrative Contact Information: Please let us know who completed and compiled the packet documents so that we can contact them with any questions.

Administrator Name

Date Completed

Email Address

Phone Number