

BOSTON UNIVERSITY
INITIAL APPOINTMENT APPLICATION
Dean's Report

NOTE: This form is to be used when preparing the materials for a proposed appointment at the Associate or Full Professor rank (tenured, tenure-track, or non-tenure track).

Please check appropriate action:

- ☐ Initial Appointment with tenure
- ☐ Initial Appointment on tenure-track
- ☐ Initial Appointment on non-tenure track

Candidate's Name: Proposed Rank:

School/Department:

Dean's Recommendation:

Recommend Appointment: ☐

Do Not Recommend Appointment: ☐

After reviewing the candidate's materials, the Chair's recommendation and evaluation, letters from external evaluators, and the School APT Committee Report, comment on the candidate's qualifications for appointment addressing the categories covered in the Chair's Report. Compare the candidate with others in comparable positions you have known in the past ten years and with those currently holding similar positions in your school/college. Address the candidate's future role. Your long-range plans for the college and the needs of the department and school/college should be kept in mind when you review the candidate's qualifications.

1. Evaluation of Teaching:

Comment on the candidate's classroom teaching, drawing on available data. Discuss the candidate's direction and supervision of theses and dissertations and comment on the quality of student work which the candidate supervised. When possible, evaluate the candidate's contributions in student advising, sponsorship of student organizations, or other work with students outside of the classroom. Comment on new methods and courses developed by the candidate.

2. Evaluation of Research and Publication:

Evaluate the candidate's publications and other evidence of the candidate's research, such as patent applications. Comment on the importance of the candidate's research within his/her field and within the broader context of scholarly work in his/her discipline.

3. Other Professional Activities:

Comment on the nature, extent and quality of the candidate's participation in departmental, college or university affairs. Evaluate the candidate's professional activities outside of his/her current place of employment.

4. Future Role:

Discuss the candidate's future role in the department or School/College. Assess the expertise of the candidate in relation to student interests, continuing coverage of important subjects, and development of new programs.

5. Discuss how this position fits within the needs of the school and University. Consider the school's and the University's projections and plans, including any plans for new programs. For instance, does the school need another tenured position in the candidate's field? If so, is the candidate the best possible match for that position?

Signature, Dean

Date

Name of Dean

Updated May 2022