

**College of Arts and Sciences
Department of Psychology**

Reviewed & Revised, April 2016

- g. The summary and the response, if any, are included with the dossier that is forwarded to the office of the Arts and Sciences Dean.
- h. **Outside evaluators.** Included in the evaluation of the candidate, and in the materials submitted to the office of the Arts and Science Dean, are letters from outside evaluators. Letters are obtained from (not less than)

- e. The faculty member will submit his or her dossier no later than the end of the fall semester of his or her third year. The Chair will distribute it to the committee, which will meet no later than January 15 to discuss the faculty materials and, in turn, write a summary of its review. The committee will meet with the faculty member no later than February 1 to discuss the review. A final summary will be submitted to the office by February 15.

2. CRITERIA

Introduction

These criteria supplement those in the Faculty Manual. We evaluate faculty in all areas

to achieve than several short reports of experiments. An outstanding research record can balance a teaching record that falls slightly below expectations.

All faculty serve on department

Evaluation of Application for Promotion on the Non Tenure-Track

Non-tenure track faculty members in the Department of Psychology are evaluated for promotion using the procedures described in The Faculty Manual of Saint Louis University and the College of Arts and Sciences Rank and Tenure Procedures in section II.A.6 of the College Policy Binder. In addition, the procedures described below are followed.¹

A. dossier is made available for review by all non-tenure and tenure-track members of the Department.

B. All non-tenure and tenure-track members meet to discuss the materials. The Department Chair is the chair of this meeting, unless he or she is the candidate. In that case a senior member of the faculty is chosen to chair the meeting.

C. All tenured

primarily evaluate the professional functioning within the scope of their job description, but may also add any other relevant information. The one external evaluator is chosen for