

Third Year Review Policy  
Approved April 2017  
Department of Anthropology

***Assessment***

The review of materials by the Promotion and Tenure Committee will be based on both the record of teaching, research, and service during the three-year probationary period *and* evidence of potential for future excellence in teaching, research, and service.

***Process***

To provide predictability and consistency for candidates, Third Year Review materials will be assembled for the Department in the format of a Promotion and Tenure Portfolio, as outlined in the Faculty Handbook. Candidates' portfolios will address merit and future plans in teaching, research, and service. Hard copy portfolios will be submitted to the Department Chair on **February 1st** of the semester in which the Third Year Review is to take place. Candidates should meet with the Chair no later than December of the prior semester to discuss the process and guidelines, and will at this time be provided with relevant sections of the Faculty Handbook.