

Task:	Department Committee Configuration: NTT Third-year Lecturer Review		
Committee Composition:	<p>This elected departmental review committee must include:</p> <ul style="list-style-type: none"> • tenured faculty • senior lecturers • and/or principal senior lecturers. <p>Minimum: 3 members</p>		
Review Description:	<p>In accordance with the College's and Department's manuals, lecturers in their 3rd year are afforded the following levels of assessments.</p> <p>Levels of Review include: Department Committee > Chair > Office of the Dean > Office of the Provost</p> <p>The departmental committee provides its written assessment and separate signature page to the chair. NOTE: The report must be free of any committee members' names.</p> <p>For information regarding the scope of this review and required dossier components, please refer to the department's and college's manuals.</p>		
Policy:	<p>Page 17, Lines 595-599 and Appendix B</p> <p>https://cas.gsu.edu/document/ntt-manual-cas/?wpdmdl=9229&refresh=5ede861d6e40a1591641629</p>		
For More Information:	<p>To learn about the scope of this review and what components are in this type of dossier, please refer to the Department's and College's manuals and our FAQ - Creating your 3rd Year Review Digital Dossier</p>		
Calendar:	<p>Click HERE for 2021 NTT Third-year Review Calendar</p>		
Revision Date:		SOP Reference #	

Task:	Department Committee Configuration: NTT Post-Promotion Review – Sr. Lecturer		
Committee Composition:	<p>This elected departmental review committee must include both:</p> <ul style="list-style-type: none"> • tenured faculty • senior lecturers • and/or principal senior lecturers. <p>Minimum: 3 members</p>		
Review Description:	<p>In accordance with the College’s and Department’s manuals, Sr. Lecturers in their 5th year are afforded the following levels of assessments.</p> <p>Levels of Review include: Department Committee > Chair > Office of the Dean > Office of the Provost</p> <p>The departmental committee provides its written assessment and separate signature page to the chair. NOTE: The report must be free of any committee members’ names.</p> <p>For information regarding the scope of this review and required dossier components, please refer to the department’s and college’s manuals.</p>		
Policy:	<p>Page 16, Lines 548-551 and Appendix B</p> <p>https://cas.gsu.edu/document/ntt-manual-cas/?wpdmdl=9229&refresh=5ede861d6e40a1591641629</p>		
For More Information:	<p>To learn about the scope of this review and what components are in this type of dossier, please refer to the Department’s and College’s manuals and our <i>FAQ - Creating your Post-Promotion Review Digital Dossier</i>.</p>		
Calendar:	<p>Click HERE for 2021 NTT Post-Promotion Review Calendar</p>		
Revision Date:		SOP Reference #	

Task:	Department Committee Configuration: NTT Post-Promotion Review – Principal Sr. Lecturers		
Committee Composition:	<p>This elected departmental review committee must include both:</p> <ul style="list-style-type: none"> • tenured faculty • and/or principal senior lecturers. <p>Minimum: 3 members</p>		
Review Description:	<p>In accordance with the College's and Department's manuals, Sr. Lecturers in their 5th year are afforded the following levels of assessments.</p> <p>Levels of Review include: Department Committee > Chair > Office of the Dean > Office of the Provost</p> <p>The departmental committee provides its written assessment and separate signature page to the chair. NOTE: The report must be free of any committee members' names.</p> <p>For information regarding the scope of this review and required dossier components, please refer to the department's and college's manuals.</p>		
Policy:	<p>Page 16, Lines 548-551 and Appendix B</p> <p>https://cas.gsu.edu/document/ntt-manual-cas/?wpdmdl=9229&refresh=5ede861d6e40a1591641629</p>		
For More Information:	<p>To learn about the scope of this review and what components are in this type of dossier, please refer to the Department's and College's manuals and our <i>FAQ - Creating your Post-Promotion Review Digital Dossier</i>.</p>		
Calendar:	<p>Click HERE for 2021 NTT Post-Promotion Review Calendar</p>		
Revision Date:		SOP Reference #	

Task:	Department Committee Configuration: NTT Third-year Academic Professional Review		
Committee Composition:	<p>This elected departmental review committee must include:</p> <ul style="list-style-type: none"> • tenured faculty • senior academic professionals • and/or principal senior lecturers. <p>Minimum: 3 members</p>		
Review Description:	<p>In accordance with the College's and Department's manuals, academic professionals in their 3rd year are afforded the following levels of assessments.</p> <p>Levels of Review include: Department Committee > Chair > Office of the Dean > Office of the Provost</p> <p>The departmental committee provides its written assessment and separate signature page to the chair. NOTE: The report must be free of any committee members' names.</p> <p>For information regarding the scope of this review and required dossier components, please refer to the department's and college's manuals.</p>		
Policy:	<p>Page 17, Lines 595-599 and Appendix B</p> <p>https://cas.gsu.edu/document/ntt-manual-cas/?wpdmdl=9229&refresh=5ede861d6e40a1591641629</p>		
For More Information:	<p>To learn about the scope of this review and what components are in this type of dossier, please refer to the Department's and College's manuals and our <i>FAQ - Creating your 3rd Year Review Digital Dossier</i>.</p>		
Calendar:	<p>Click HERE for 2021 NTT Third-year Review Calendar</p>		
Revision Date:		SOP Reference #	

Task:	Department Committee Configuration: NTT Post-Promotion Review – Sr. Academic Professional		
Committee Composition:	<p>This elected departmental review committee must include both:</p> <ul style="list-style-type: none"> • tenured faculty • senior academic professionals • and/or principal senior lecturers. <p>Minimum: 3 members</p>		
Review Description:	<p>In accordance with the College’s and Department’s manuals, Sr. Academic Professionals in their 5th year are afforded the following levels of assessments.</p> <p>Levels of Review include: Department Committee > Chair > Office of the Dean > Office of the Provost</p> <p>The departmental committee provides its written assessment and separate signature page to the chair. NOTE: The report must be free of any committee members’ names.</p> <p>For information regarding the scope of this review and required dossier components, please refer to the department’s and college’s manuals.</p>		
Policy:	<p>Page 25, Lines 886-888 and Appendix B</p> <p>https://cas.gsu.edu/document/ntt-manual-cas/?wpdmdl=9229&refresh=5ede861d6e40a1591641629</p>		
For More Information:	<p>To learn about the scope of this review and what components are in this type of dossier, please refer to the Department’s and College’s manuals and our <i>FAQ - Creating your Post-Promotion Review Digital Dossier</i>.</p>		
Calendar:	<p>Click HERE for 2021 NTT Post-Promotion Review Calendar</p>		
Revision Date:		SOP Reference #	

Task:	Pre-Tenure Reviews & Department Committee Composition		
Committee Composition:	This elected departmental review committee must be composed of 3 tenured faculty.		
Description:	<p>University policy dictates a formal review occur late in the third year for each tenure-track faculty member. This assessment is designed to help the faculty member have a clear idea of how they are progressing towards successfully achieving promotion and tenure.</p> <p>Areas assessed include the faculty member’s cumulative accomplishments in professional development (i.e., research, scholarship, etc.), teaching, and service. These areas will be evaluated using a variety of terms such as outstanding, excellent, very good, good, fair, and poor as specified in each department’s promotion and tenure guidelines.</p> <p>Levels of Review:</p> <p style="padding-left: 40px;">Department Committee > Chair > Office of the Dean > Office of the Provost</p> <p>At the completion of all assessments, a conference between the chair, associate dean(s) and the faculty member will be held to discuss the results of the review and to make further recommendations.</p>		
Policy:	Page 22 https://cas.gsu.edu/files/2020/01/College-PT-Manual.pdf		
Components:	<p>Except when a candidate has promotion credit* from another university, the Pre-Tenure Review dossier includes all activity from the date of hire through the end of the calendar year just preceding the review.</p> <ul style="list-style-type: none"> • Cover Page • CV • (2) page Statement of Interests and Goals, which outlines current professional development and teaching projects and plans for the next three years. • Digital Measures (3) Annual Reports • Professional Development Documentation – last (3) Calendar Years <ul style="list-style-type: none"> ▪ List of publications, grants, etc. as detailed on pages 15-16 of the P&T manual ▪ NO PDFs are required IF you’ve included hyperlinks to your scholarship in this list OR have inserted them in your CV • Teaching Portfolios (3) Calendar Years (should include student evaluations) • Service Documentation (3) Calendar Years 		
Calendar or Due Date:	Click Here for the Pre-Tenure Review Calendar		
Revision Date:		SOP Reference #	

* See *Managing Promotion Credit* SOP