

Youngstown State University
APPLICATION FOR PROMOTION IN FACULTY RANK

**NOTE: APPLICATIONS WITH ATTACHMENTS SHALL NOT EXCEED 30 PAGES,
EXCLUDING SEPARATE SUPPORT MATERIALS PROVIDED FOR IN ARTICLE 15.5 AND IN ARTICLE 15.7.**

Under the provisions of Article 15 of the YSU/YSU-OEA *Agreement*, I hereby apply for promotion in faculty rank; I certify that the information I have provided below is accurate.

(Signature)

(Date)

NOTE: An "**Application for Promotion in Faculty Rank**" must be submitted to the Office of Human Resources **NO LATER THAN NOVEMBER 1** of the academic year during which the application is to be reviewed. (If November 1 falls on a Saturday or a Sunday, the deadline will be the next working day on which the University is open.) Applications received after the deadline will be returned to the faculty member.

PLEASE TYPE OR PRINT:

NAME: _____ DEPARTMENT: _____

HIGHEST DEGREE HELD: _____ DATE AWARDED: _____
(Month, Year)

Present Rank: _____ Date Present Rank Effective: _____
(Month, Year)

Number of years of YSU Service at present rank, Article 15.4, (Do NOT Count the Current Year): _____

-OR-

Adjusted Number of years of YSU Service at present rank, Article 15.6, (Do NOT Count the Current Year): _____

PLEASE CHECK THE APPROPRIATE STATEMENT BELOW:

- I have completed** the years of service at my present rank specified in Article 15.4 or 15.6 of the *Agreement*.
- I have not completed** the specified number of years of service at my present rank, but I wish to be considered for promotion in rank on the basis of "consistently outstanding performance in teaching, scholarship, and service since my last promotion." (See Article 15.5 of the *Agreement*.) **Please include rationale with this application.**

FOR HUMAN RESOURCES' USE ONLY, PLEASE DO NOT MARK IN THIS AREA

Received by Human Resources:

Initials: _____

Date: _____

Control No. _____

The information presented on the first page of this application is accurate:

as presented as corrected

(Signature)

(Date)

(Applicant's Name and Date)

1. DPC RECOMMENDATION (CHECK APPROPRIATE STATEMENT BELOW.)

NOTE: This section is to be completed by the chairperson of the DPC.

- a. Applicant is recommended for promotion and is ranked _____ of _____ applicants so recommended.
- b. Applicant is not recommended for promotion.

Chairperson, DPC

Date

2. CHAIRPERSON'S RECOMMENDATION (CHECK APPROPRIATE STATEMENT BELOW.)

- a. Applicant is recommended for promotion.
- b. Applicant is not recommended for promotion.

Department Chairperson

Date

3. CPC RECOMMENDATION (CHECK APPROPRIATE STATEMENT BELOW.)

- a. Applicant is recommended for promotion.
- b. Applicant is not recommended for promotion.

Chairperson, CPC

Date

4. DEAN'S RECOMMENDATION (CHECK APPROPRIATE STATEMENT BELOW.)

- a. Applicant is recommended for promotion.
- b. Applicant is not recommended for promotion.

Dean

Date

5. PROVOST'S RECOMMENDATION (CHECK APPROPRIATE STATEMENT BELOW.)

- a. Applicant is recommended for promotion.
- b. Applicant is not recommended for promotion.

Provost

Date

Applicant's Name and Date)

The following is offered as evidence of my performance in **TEACHING** since my appointment to the YSU faculty, or since the year in which I last applied successfully for promotion in rank at YSU:

(If necessary, attach additional sheets and so note.)

(Applicant's Name and Date)

The following is offered as evidence of my performance in **SCHOLARSHIP** since my appointment to the YSU faculty, or since the year in which I last applied successfully for promotion in rank at YSU:

(If necessary, attach additional sheets and so note.

(Applicant's Name and Date)

The following is offered as evidence of my performance in **SERVICE** since my appointment to the YSU faculty, or since the year in which I last applied successfully for promotion in rank at YSU:

(If necessary, attach additional sheets and so note.)

(Applicant's Name and Date)

I have **NOT** met the requirements for promotion specified in Article 15.4 of the *Agreement*. Below is my rationale for my request that I be promoted on the basis of "consistently outstanding performance":

(If necessary, attach additional sheets and so note.)