

IOWA STATE UNIVERSITY
COLLEGE OF ENGINEERING

Preliminary Review Checklist (AY 2018)

Candidate Name:

Department:

- _____ Cover Sheet
- _____ PRS
- _____ CV
- _____ Candidate self-assessment – reviewed in college does not move forward to Provost Office
- _____ Evaluation by department review committee – including committee members and voting totals
 - _____ Research/grants/funding
 - _____ Scholarship
 - _____ Teaching
 - _____ Service
- _____ Department chair’s memo to the Dean – including one of the four re-appointment conditions
- _____ Department chair’s memo to the candidate – draft status
 - _____ Specific, supporting reasons for decision
 - _____ Suggested improvements, if applicable
 - _____ One of the four re-appointment conditions
- _____ Dean’s memo to the candidate – including one of the four re-appointment conditions

Reminders:

NEW letters of intent generated in July following review process