



August 29, 2011

To: All Faculty Members

From: Lorrie A. Clemo
Interim Provost and Vice President for Academic Affairs

Re: Evaluative Criteria for Faculty Personnel Decisions

Greetings,

This is a reminder that the “Criteria for Faculty Personnel Decisions” is on the Academic Affairs website at: www.oswego.edu/administration/provost/documents.html. This document outlines our expectations for faculty members at SUNY Oswego. Please review the explanations of the five criteria as you are preparing your own files for personnel decisions and as you are making personnel recommendations this year.

At this time, I would like to invite all new faculty members as well as continuing faculty members who are involved in mentoring or in making personnel recommendations to participate in a workshop on **Thursday, November 10** from 4:00–5:30 pm in 114 Campus Center on the topic of “Preparing for Tenure and Promotion Decisions.” At that time the deans, library director, and I, along with some faculty members, will discuss the criteria for personnel decisions at SUNY Oswego and some effective ways of presenting your case and documentation. The first half of the program will focus on campus-wide expectations. Faculty members will then meet with their own dean or director for further discussion of the expectations. Please bring a copy of the “Criteria for Faculty Personnel Decisions” with you to the meeting. I hope to see you then.

Best wishes for a successful year.