

Appendix C

Process and Format for Initial Faculty Appointment with Tenure

In cases where a candidate is to be appointed to the faculty with tenure, the following process is to be followed. The curriculum vitae of all finalists for the position shall be made available to the College Review Committee (CRC) as soon as the list is sent to the Dean's office and prior to the candidates' visits to campus. The CRC will conduct a preliminary evaluation of the candidates' records for the granting of tenure and convey any concerns regarding any candidate to the Chair of the CRC who will then convene a meeting of the Committee. The CRC will forward any concerns it has to the Dean of the Belk College of Business in a letter.

After a preliminary job offer is made and accepted by the selected candidate, the CRC shall be provided with a dossier consisting of

1. the selected candidate's curriculum vitae,
2. a sample of up to five papers written and chosen by the selected candidate, and
3. evidence of the selected candidate's teaching effectiveness.

The CRC shall make its recommendations to the Dean of the College of Business no later than five working days from the date of the delivery of the complete dossier to the CRC.