

NAMING CONVENTIONS 2024-25

Tenure/Tenure and Promotion/Promotion to Full/Comprehensive Review: Dossier Components (all in PDF)

Dossier Component	File Name
Dossier Checklist	01_LastNameFirstName_Checklist
UCD-7 Signature Form	02_LastNameFirstName_SignatureForm
Primary Unit Criteria Primary Unit Criteria Version Agreement	03_LastNameFirstName_PrimaryUnitCriteria 03a_LastNameFirstName_PUCVersionAgreement
Initial Offer Letter	04_LastNameFirstName_InitialOfferLetter
Previous RTP/Personnel Actions	05_LastNameFirstName_PreviousRTP_PersonnelActions
Pandemic Impact Statement	06_LastNameFirstName_PandemicImpactStatement
Curriculum Vitae	07_LastNameFirstName_CV
Overall Summary Statement	08_LastNameFirstName_SummaryStatement
Teaching (Librarianship) Statement	09_LastNameFirstName_TeachingStatement
FCQ Summaries	10_LastNameFirstName_FCQSummaryChart 10_LastNameFirstName_FCQSummaries
Scholarly/Creative Work Statement	11_LastNameFirstName_ScholarlyCreativeStatement
Leadership/Service Statement	12_LastNameFirstName_ServiceStatement
Supporting Teaching (Librarianship) Materials	13_LastNameFirstName_SupportingTeachingMaterials
Supporting Scholarly/Creative Work Materials	14_LastNameFirstName_SupportingScholarlyMaterials
Supporting Leadership/Service Materials	15_LastNameFirstName_SupportingServiceMaterials
Primary Unit Evaluation Committee Report	16_LastNameFirstName_PrimaryUnitEvalCommitteeReport
Primary Unit Analysis of Teaching (Librarianship)	17_LastNameFirstName_PUAnalysisTeaching
Primary Unit Analysis of Scholarly/Creative Work	18_LastNameFirstName_PUAnalysisScholarlyCreativeWork
Primary Unit Analysis of Leadership/Service	19_LastNameFirstName_PUAnalysisService
Primary Unit Recommendation	20_LastNameFirstName_PrimaryUnitRecommendation
Dean's Advisory Committee Recommendation	21_LastNameFirstName_DeansAdvisoryRecommendation
Dean's Recommendation	22_LastNameFirstName_DeansRecommendation
External Review	23_LastNameFirstName_ExternalReview
Case Reconsideration Recommendation(s) (*only for cases reconsidered by schools/colleges/library)	24_LastNameFirstName_ReconsiderationRecommendations

Hires with Tenure: Dossier Components (all in PDF)

Dossier Component	File Name
Dossier Checklist	01_LastNameFirstName_Checklist
UCD-7 Signature Form	02_LastNameFirstName_SignatureForm
CU Denver Primary Unit Criteria	03_LastNameFirstName_PrimaryUnitCriteria
Candidate's Current Institution Tenure/Promotion Criteria	04_LastNameFirstName_CurrentInstitutionCriteria
CU Denver Offer Letter	05_LastNameFirstName_OfferLetter
Curriculum Vitae	06_LastNameFirstName_CV
Teaching (Librarianship) Evidence	07_LastNameFirstName_TeachingEvidence
Scholarly/Creative Work Evidence	08_LastNameFirstName_ScholarlyCreativeEvidence
Leadership/Service Evidence	09_LastNameFirstName_ServiceEvidence
Primary Unit Recommendation	10_LastNameFirstName_PrimaryUnitRecommendation
Primary Unit Analysis of Teaching (Librarianship)	11_LastNameFirstName_PUAnalysisTeaching
Primary Unit Analysis of Scholarly/Creative Work	12_LastNameFirstName_PUAnalysisScholarlyWork
Primary Unit Analysis of Leadership/Service	13_LastNameFirstName_PUAnalysisService
Dean's Review/Advisory Committee Recommendation	14_LastNameFirstName_DeansAdvisoryRecommendation
Dean's Recommendation	15_LastNameFirstName_DeansRecommendation
Situational Letters of Recommendation (as appropriate for Situation A, B, C, or D)	16_LastNameFirstName_SituationalLetters
External Letters (if required)	17_LastNameFirstName_ExternalLetters