Executive Summary most important

Brief Statement (6 pages)

* Table with requirement vs your achievements

Check out Powerpoint

Table

Description automatically generated

Create online application

* Ernie
* Departments (top left)
* Academic Affairs – Worldwide (3rd option)
* Create a Promotion & Tenure Package (2nd option in right list)

Ask for letters from committee chairs that you sit on

Board of Trustees meets mid-March so you won’t hear about promotion until after then.