



Middle Georgia State University

Promotion/Tenure Portfolio

for

Duke the Knight

Month day, year



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Section A:

Candidate Letter of Intent to Apply for Promotion/Tenure

Section A: Candidate Letter of Intent to Apply for Promotion/Tenure

Remove this page and insert your Letter of Intent.



Section B:

Letter of Support from Immediate Supervisor

Section B: Letter(s) of support from immediate supervisor(s)—note that these will be uploaded separately by their authors

Remove this page. Immediate supervisors will insert their letter(s) here.



Section C:

Letters of Recommendation from Professional Colleagues

Section C: Letters of recommendation from professional colleagues—note that academic administrators shall not include letters of recommendation from faculty members who report to them

Remove this page. Insert the letters of recommendation. The PTPTR committee recommends 3 letters of recommendation for this section. After they are inserted, more bookmarks can be added in the pdf. Text and links can also be added directly to the Table of Contents page.



Section D:

Curriculum vita

Section D: Curriculum vita

Remove this page and insert your CV here.



Section E:

Summary of Course Experience Feedback Surveys

Section E: Summary of Course Experience Feedback Surveys (formerly known as the student evaluations of teaching) for all courses for the past five years (NB: a link will be provided by Institutional Research)

Remove this page. Insert a summary page of your Feedback Surveys/Student Evaluations. **PTPTR recommends inserting copies of the actual surveys/evaluations to this document, or provide a link to a folder containing the evaluations themselves.** If they are inserted, it is recommended that they are in chronological order and bookmarks are added to denote each semester. If you do not have copies of your student evaluations, talk to your department chair for evaluations from Summer 2025 and previous. Otherwise, they are in D2L.



Section F:

Self-Evaluations for the Past Five Years

Section F: Self-evaluations for the past five years

Remove this page. Insert your self-evaluations in chronological order.



Section G:

Evaluations from Immediate Supervisor for the Past Five
Years

Section G: Evaluations from immediate supervisor for the past five years

Remove this page. Insert copies of the immediate supervisor evaluations in chronological order.



Section H:

Development Plan for the Next Five Years

Section H: Development Plan for the next five years

Remove this page. Insert your development plan.



Appendix:

Other relevant material

Appendix: Other relevant material. Candidates are strongly urged to include only material directly relevant to their professional activities and to employ their best professional judgment as to what belongs in this section.

Remove this page. Add anything additional as needed. PTPTR recommends providing materials that will support your application for promotion only.