

## Supplemental information on input invited from external reviewers in tenure and promotion cases

Instructions for external scholars who have agreed to evaluate tenure and promotion cases ask those reviewers to address the following questions:

- How long, and in what capacity, have you known the candidate?
- What are your impressions of the quality, quantity, significance, and scholarly impact of the candidate's work?
- Which, if any, of the publications do you regard as outstanding and significant?
- How would you estimate the candidate's standing in relation to others in their peer group who are working in the same field? Place the candidate among their contemporaries in terms of contribution and impact. It would help us if you identify contemporaries by name.
- How would you evaluate the candidate's service contributions to the discipline - such as their work on professional committees, as a reviewer of proposals or papers, as an editor, or similar activities?
- Have you had the opportunity to observe the candidate at professional meetings? If so, please provide your thoughts on the candidate's participation in sessions, including the delivery of papers.
- Based on your assessment of the scholarly contributions of this candidate, would you recommend that the candidate be promoted *and tenured*? <sup>1</sup>
- In your view, what promise does the candidate hold for future professional growth?

Instructions to external reviewers also include this language:

Dartmouth College considers evaluation letters provided as part of the promotion review process to be privileged. Dartmouth does not disclose the identities of the reviewers or their evaluations to promotion candidates. In some instances, a few selected comments or observations contained in the letters may be shared verbally with candidates without attribution in order to assist the candidate's ongoing professional development. Please be assured that we will maintain your letter and your identity in strict confidence and will make it available only to those who are directly involved in evaluating the candidate.

Additional instructions to external reviewers for tenure review cases only:

Dartmouth's baseline pre-tenure period is 6 years. Some faculty may come up ahead of that schedule; others may receive extensions for a variety of reasons. Please evaluate the work included in this dossier as if it were accomplished over the course of a six, year, uninterrupted tenure clock.

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<sup>1</sup> Instructions in cases of candidates who are already tenured omit the words "*and tenured*."