CLAS Transmittal from Unit: Submission of Paper Dossiers

Department\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Candidate\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Required Unit Materials:

\_\_\_\_\_ Waiver Form (paper only, if executed)\*

\_\_\_\_\_ Post-meeting comments (paper only, signed originals)\*

\_\_\_\_\_ Unit Recommendation Report (electronic)

\_\_\_\_\_ Signed Report of Unit Faculty Vote (electronic)\*

\_\_\_\_\_ Unit Meeting Minutes (electronic)

\_\_\_\_\_ Unit Meeting Agenda (electronic)\*

\* Templates for these documents are available via the Provost’s [Faculty Personnel Actions Workbook](https://www.gvsu.edu/fpw/) on the Provost’s webpage.

Required Candidate Materials:

\_\_\_\_\_ Personal Statement (electronic)

\_\_\_\_\_ Vita (electronic)

\_\_\_\_\_ Written Performance Summaries - reviewing 2015 and later (electronic)

\_\_\_\_\_ FARs - all years under review (electronic)

\_\_\_\_\_ FAPs - all years under review (electronic)

Other Materials (list submissions):

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Unit Head Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_