

**INTENSIVE REVIEW –  
Administrative Form**

YEAR \_\_\_\_\_

NAME \_\_\_\_\_ WSU ID# \_\_\_\_\_

ACADEMIC  ANNUAL  10 MONTH

DEGREE \_\_\_\_\_ DEGREE YEAR \_\_\_\_\_

TITLE \_\_\_\_\_

COST CENTER \_\_\_\_\_ PROGRAM \_\_\_\_\_ % SERVICE \_\_\_\_\_

DEPARTMENT \_\_\_\_\_

DATE OF APPOINTMENT TO WSU \_\_\_\_\_

**Rating:**

- Well prepared (WP).** The candidate is encouraged to seek tenure and/or promotion at the next opportunity.
- Satisfactory (S).** The candidate appears to be building an appropriate profile, but has not yet achieved the standards expected for tenure and/or promotion.
- Improvement needed (IN).** The candidate should review the criteria for tenure and/or promotion and the career progress report carefully, and seek advice from other faculty in the University and his or her discipline.
- Unsatisfactory (U).** The candidate is not on track for tenure and/or promotion.

<b>FINAL ACTION - *Indicate numbers for each</b>					
	<b>AREA*</b>	<b>CHAIR</b>	<b>DEAN</b>	<b>CHANCELLOR</b>	<b>PROVOST</b>
WELL PREPARED					
SATISFACTORY					
IMPROVEMENT NEEDED					
UNSATISFACTORY					

**Below, explain in detail the rationale for the ranking provided above. Explicitly provide explanation of needed areas of improvement; including an assessment of the likelihood of improvement prior to tenure and/or promotion consideration.**

**As Department Chair, my signature indicates that this statement reflects my understanding of the collective views of the appropriate faculty of the department (as defined by the *Faculty Manual*) pertaining to the intensive review of this candidate, that these respective members had the opportunity to review this statement before it was shared with the candidate, and that I have met with the candidate to discuss this review.**

**DEPARTMENT CHAIR'S SIGNATURE**

**DATE**

**DEPARTMENT CHAIR'S NAME (TYPED)**

**DEAN'S SIGNATURE\***

*\*The Dean's signature indicates only that the Dean has reviewed this form. It does not necessarily indicate agreement with the conclusions.*

**DATE**

**CHANCELLOR'S SIGNATURE\***

**DATE**