

COMPLETE FOR QUINQUENNIAL

DEPARTMENTAL RECOMMENDATION		
Quinquennial Review for [Candidate]		
In the Department of []		
Department Meeting Date:	Date Letter prepared:	Date(s) Revised:
PRESENT STATUS (include current full title with step <u>including o/s</u> if applicable. Include other titles being reviewed if applicable.)		
Rank & Step:	Years at Rank:	Years at Step:
DEPARTMENTAL RECOMMENDATION (Majority vote. Put a checkmark on the outcome. For equally split decisions, check all that apply.)		
<input type="checkbox"/> Satisfactory <input type="checkbox"/> Unsatisfactory		
*VOTE(S): (Include minority votes in narrative below.)		
Vote:	#Eligible	Satisfactory Unsatisfactory Abstain Not Voting/Unavailable
Advisory Vote	#Eligible	Satisfactory Unsatisfactory Abstain Not Voting/Unavailable
During the review period, Sabbatical Leave Reports (APM 740-97) are:		
Not Due <input type="checkbox"/> On file and available upon request <input type="checkbox"/> Not on file (include explanation) <input type="checkbox"/> N/A <input type="checkbox"/>		
During the review period, a Leave of Absence for a quarter or more (other than Sabbatical) was taken:		
Yes <input type="checkbox"/> Start Date: End Date: No <input type="checkbox"/>		