ATTACHMENT D-1A

Departmental Recommendation: Merit/ Promotion/Advancement/Career Review

Revision date: 7/1/2025

COMPLETE FOR MERIT/PROMOTION/ADVANCEMENT/CAREER REVIEW

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| --- | --- | --- |
| **DEPARTMENTAL RECOMMENDATION** | | |
| **[Action]** for [**Candidate]** | | |
| In the **Department of [ ]** | | |
| Department Meeting Date: | Date Letter prepared: | Date(s) Revised: |
| **PRESENT STATUS** (include current full title with step including o/s if applicable. Include other titles being reviewed if applicable. | | |
| Rank & Step: | Years at Rank: | Years at Step: |
| **DEPARTMENTAL RECOMMENDATION** (Majority vote. Include final rank/step and o/s if applicable. If negative, indicate “Against” or “No Change”. | | |
| For/Against/No Change - Rank & Step: | | |
| **REVIEW PERIOD: (select what applies)**  **First Personnel Action at UCR Only**  Use the space provided for items not credited at the appointment but which have been completed (e.g., grants awarded, papers published, talks given) between the submission of the appointment file and the date of appointment. List items that would normally fall under an eFilePlus category and the new review period.  **Promotion Actions Involving Prior Service at Other Institutions**  Use the space below to include work completed at another institution | | |
|  | | |
| **VOTE(S)** (Multiple ranks and steps may be proposed in which case all votes must be recorded unless vote for the highest step is unanimous. Add/delete Sections as needed. Include reasons for minority votes in narrative below.) | | |
| **Rank & Step:** #Eligible For Against Abstain Not Voting/Unavailable  **Advisory Vote:** #Eligible For Against Abstain Not Voting/Unavailable  **Rank & Step: #**Eligible For Against Abstain Not Voting/Unavailable  **Advisory Vote:** #Eligible For Against Abstain Not Voting/Unavailable | | |
| **During the review period, a Leave of Absence for a quarter or more (other than Sabbatical) was taken:**  Yes Start Date: End Date: No  **During the review period, select the provisions being considered:**  COVID-19 Retroactive Pay  COVID-19 Impact Outcome  Life Event Outcome  Book Chapter Accommodation  Creative Activity Accommodation | | |

Last Revision Date: July 1, 2025