COMPLETE FOR MERIT/PROMOTION/ADVANCEMENT/CAREER REVIEW

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 <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. 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.)

	#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
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