

Department of Mathematics & Statistics

**Procedures for Reappointment of Non-tenure Track Faculty
Lecturers and Senior Lecturers (Pink Sheets)**

**Department Approved 11/02/2021
Office of the Provost Final Approval 02/27/2023**

The Reappointment Review of a lecturer or senior lecturer (Pink Sheets) will be performed when they are up for reappointment, unless the year that this review takes place coincides with the mandatory formal peer review cycle, in which case the Formal Peer Review (Blue Sheets) process will be used as the basis for reappointment.

1. The candidate will provide a current curriculum vitae.
2. Department administrative staff will prepare a Pink Sheet review packet containing the candidate's curriculum vitae, course evaluations, and the candidate's annual reports for the period since the last review (or since the candidate was hired in the case of a new faculty member who has not previously been reviewed), and at least one peer review letter concerning the candidate's teaching.
3. After reviewing the above materials, the Department Chair will complete a Pink Sheet Form and write an accompanying memo to the Dean (in consultation with the Statistics Program Director in the case of a Statistics candidate). The memo will include a summary of student course evaluations and peer visits, and a brief narrative about the candidate's performance.
4. The completed Pink Sheets and supporting documentation will be forwarded to the Dean of the College, along with a copy of the department Faculty Evaluation Guidelines, and a copy of these procedures. The Department Chair will also inform the candidate of their recommendation in writing.
5. These procedures are guidelines, and the Agreement between the United Academics (AAUP/AFT) will take precedence in any dispute.