

## **2025-26 CPE Dossier: *Tenured Associate Professors***

The following constitutes a CPE dossier for a Tenured Associate Professor:

### **1. Faculty Information Form**

- Distributed with CPE documents and also found on [UCF COS Faculty Services website](#).

### **2. Summary Statement**

- Include a one- to three-page summary that highlights your major accomplishments and their impact and summarizes your future research and creative activities, teaching, and service plans. (Items showing leadership and national or international reputation in research, excellence in teaching, and leadership in service are of particular importance for faculty considering promotion to professor.)

### **3. Curriculum Vitae**

- The vitae should be current and concise but complete. Make it easy for reviewers in other disciplines to understand your accomplishments.
- See the CPE Dossier Contents document for Tenure-Earning faculty (section 3) for format, organization, and contents recommendations for your CV.

### **4. Student Perception of Instruction (SPI) Evaluation Summaries**

- Summary table of SPI overall mean ratings by semester over the past 5 years or since last promotion.
- Copies of SPI evaluation summaries for each of the past 5 years or since last promotion. Please include all comments for all courses.

### **5. \*Optional: Teaching/Research/Service/Other assigned duties Summaries**

- May include a one- to two-page summary of accomplishments for each area of assigned duties.

### **6. \*Optional: Copies of previous Cumulative Progress Evaluations (if any) post-tenure**

### **7. Copy of the Department/School's Criteria/Guidelines for Promotion**