

APPROVED:

James D. Kaidow 10/19/15
JHPA Date

APPROVED:

Donald D. Stanley OCT 22 2015
Hilo Chancellor's Office Date

Department of Geology 5-Year Review Expectations and Guidelines:

Faculty being reviewed are instructed to consult the "GUIDELINES FOR APPLYING FOR CONTRACT RENEWAL, PROMOTION and TENURE FOR TENURE TRACK TEACHING FACULTY", July 2012, which states the following continued expectations and is abbreviated below:

- Demonstrated high quality teaching performance.
- High quality contributions in at least one of the following areas and demonstrated competence in the other or some equivalent combination of contributions:
 - Scholarly contributions in the individual's field appropriate for the rank and the standards of the specific unit.
 - Service to the academic life of the college and/or university system. Where appropriate, contributions to the professional or lay community pertinent to the individual's professional training will be applicable in partial satisfaction of the service criterion.

Documentation for 5 Year Review:

1. A short cover letter highlighting your endeavors in teaching, research/scholarly activity, and service. In the statement of endeavors, you should provide information which would enable the reviewers to analyze separately the quality and impact of your teaching, scholarly/creative activities and service during your previous 5 years.
2. A modified c.v. that includes information in the following categories for the time period since your last review:
 - Publications and Presentations. Indicate or list separately all works published since your last review.
 - Information about courses taught. Include adjustments to teaching load and students for whom you have provided individual academic instruction.
 - Grants, Contracts, and Development Activities. List any grants or contracts submitted through the University of Hawai'i, and indicate whether they are successful, unsuccessful, or pending. Indicate whether you are the principle investigator or are involved in some other capacity.
 - Service Activities
 - Professional Licenses, graduate credits, post-doctoral work, and related activities since last review.