**VOTE TALLY SHEET**

CANDIDATE:

DEPARTMENT:

PRESENT ACADEMIC RANK:

ACADEMIC YEAR OF REVIEW: AY

REVIEWED FOR (CHECK ALL THAT APPLY):

|  |  |  |
| --- | --- | --- |
| RETENTION | TENURE | PROMOTION To the Rank of: |

**DECISION / VOTE TALLY:**

Each reviewing committee and administrator shall select “Y” [yes] or “N” [no] on the applicable line. Date of review will be on the left most line as indicated. Committees shall indicate vote tally in the following order: Number in favor; number against: number abstaining.

*[Sample: Committee of 7 – four in favor; two against; zero procedural abstention – the vote tally would be (4-2-0) - Committee of 7 – four in favor; two against; zero procedural abstentions; one member absent – the vote tally would be (4-2-0-1).]*

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | **Date** | **Review** | **Decision** | **Vote Tally** | **Review** | **Decision** | **Vote Tally** | **Review** | **Decision** | **Vote Tally** |
| **Primary Review Committee** | Click here to enter a date. | **Retain** |  |  | **Tenure** |  |  | **Promote** |  |  |
| **Primary Review Administrator** | Click here to enter a date. | **Retain** |  | n/a | **Tenure** |  | n/a | **Promote** |  | n/a |
| **Intermediate Review Committee** | Click here to enter a date. | **Retain** |  |  | **Tenure** |  |  | **Promote** |  |  |
| **Intermediate Review Administrator** | Click here to enter a date. | **Retain** |  | n/a | **Tenure** |  | n/a | **Promote** |  | n/a |
| **University Committee** | Click here to enter a date. | **Retain** |  |  | **Tenure** |  |  | **Promote** |  |  |
| **Provost** | Click here to enter a date. | **Retain** |  | n/a | **Tenure** |  | n/a | **Promote** |  | n/a |