

CAREER DEVELOPMENT CHECKLIST

Career Development Committees shall only consider written and signed communications except for student opinion surveys and oral presentation by the candidate.

REQUIRED DOCUMENTATION

_____ I. Self-Assessment Statement and Career Development Proposal

A comprehensive statement which provides an overview of the Career Development candidate's professional activities during the five-year period preceding the assessment and addressing the criteria in pertinent [Sections of 5.0](#). This statement may include qualitative statements from student opinion surveys and may include a proposal for a plan of career development that requests financial support including assistance, as needed. This statement should be three (3)

REPORT OF COMPLETION OF CAREER DEVELOPMENT PROJECT

(Note: This completed document should be e-mailed to the Provost with a copy to the Dean and the Office of Employee Relations (ER) within one semester after the completion of the project or activity.)

Faculty Name:

Career Development Project Title:

Description of Career Development Activities (with dates):

Expected Outcomes (with dates):