

STEPHEN F. AUSTIN STATE UNIVERSITY
 SCHOOL *of* MUSIC

GUIDING PRINCIPALS FOR EXTERNAL EVALUATORS

The SFA College of Fine Arts and School of Music appreciate your participation in our tenure and promotion process. As per SFA policy, we request that you thoroughly review the contents of this portfolio and provide a written response answering the following question:

To what extent does the candidate appear to be actively engaged in their discipline and what is your assessment of the quality of that work?

The candidate has prepared this document specifically to address only this question by eliminating unrelated matters like teaching, student and administrative evaluations, etc. This is intentional and in accordance with the practice on our campus.

We ask that external evaluators not make any recommendation about whether tenure or promotion is warranted, or whether they would qualify for advancement at other institutions.

Responses must be received by no later than October 1st. They should be on institutional letterhead and emailed as an attachment directly to the Assistant to the Dean of Fine Arts at lunsfordfa@sfasu.edu. Be aware that external evaluations are shared with the candidate at the appropriate juncture as part of this process.

You may contact the Dean's office at (936) 468-2801 with any questions you may have.