

UW DEPARTMENT OF PEDIATRICS
2ND TERM REAPPOINTMENT CHECKLIST FOR
RESEARCH FACULTY

Document & Responsibility Checklist for 2nd Term Reappointment Effective July 1, 2025

DETAIL *	CANDIDATE'S RESPONSIBILITY	DIVISION HEAD or ADMIN'S RESPONSIBILITY	FACULTY AFFAIRS' RESPONSIBILITY
<i>Activity and Progress Report (2023)</i>	<i>X completed (if applicable)</i>		<i>X retrieve a copy</i>
<i>UWSOM Formatted CV</i>	<i>X</i>		<i>X review for compliance</i>
<i>Teaching Effectiveness (Peer Evaluations)</i>	<i>X provide if relevant</i>	<i>X provide the finalized list if relevant</i>	<i>X solicit requests if relevant</i>
<i>Teaching Portfolio & Teaching Activities Summary</i>	<i>X provide if relevant</i>	<i>X assist if relevant</i>	<i>X compile if relevant</i>
<i>Research & Non-Research Mentor Evaluations</i>	<i>X</i>	<i>X assist if needed</i>	<i>X compile once received</i>
<i>Self-Assessment</i>	<i>X</i>		
<i>Division Head Letter</i>		<i>X</i>	

**For instructions and additional resources, please refer to the Department of Pediatrics Faculty Promotions webpage <https://pedweb.pedom.peds.washington.edu/intranet/faculty-promotions>*