

County College of Morris

Adjunct II Promotion Application

See CCM-UAFNJ Contract Article VI-B for specific Classification and Promotion Information.

Application and Items listed below must be submitted to the Dept. Chair by the candidate for Promotion no later than the second week of semester classes.

ADJUNCT INSTRUCTORS NAME:

DATE:

DEPT. CHAIRPERSON:

DEPARTMENT:

ADJUNCT II

Application and items listed below must be submitted to the Dept. Chair by the candidate applying for Promotion

1. Curriculum Vitae or Resume
2. Verification of Credit Hours Taught
3. Fulfillment of Duties Listed in Article VII(G)
4. Classroom Observation of Teaching Effectiveness
5. Student Evaluations of Teaching Effectiveness
6. Completion of Compliance and Institutional Training Listed in VI(C)
 - CCM Policy Prohibiting Sexual Harassment
 - Discrimination Awareness in the Workplace
 - Policy Against Discrimination
 - Sexual Harassment: Staff-to-Staff
 - CCM Code of Ethics Policy
 - CCM Employee Code of Conduct
7. Evidence of Academic Achievements and Recognitions by Professional and Community Organizations
8. Evidence of Continuing Education and Credits Earned Subsequent to Original Hire

PROMOTION – RECOMMENDED

NOT RECOMMENDED

DEPT. CHAIRPERSON SIGNATURE

DATE:

PROMOTION – RECOMMENDED

NOT RECOMMENDED

DIVISION DEAN SIGNATURE

DATE:
