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| Portfolio Components | | Reviewers: |
| Overall | The framing statements in the portfolio categories provide an integrated view of the candidate, making the case for r/t/p. Portfolio should be complete, but succinct, up-to-date emphasizing most recent achievements. Supporting evidence is an important part of the portfolio, verifying content of framing statements. | Use the framing statements to understand the case developed by the candidate. Review should indicate sources of evidence on which the evaluation is based. |
| Previous Review recommendations | Include all previous personnel review recommendations made during career at EOU (CPC, FPC, Dean, Provost, President) |  |
| Other (recommended) | Include any hiring documentation that is pertinent to the review. |  |
| **Introduction** |  |  |
| Framing statement | Should describe candidate focus, range of responsibilities, and trajectory of career at EOU. |  |
| **Instruction** |  |  |
| Framing statement | The framing statement provides context to describe the candidates approach to librarianship. Library roles and responsibilities should be outlined, followed by a narrative that describes the candidate’s philosophy and approach to librarianship. See the handbook to identify relevant characteristics that should be included in the narrative.   Note: A librarian whose position description is primarily instruction may structure the portfolio according to the guidelines of the teaching portfolio. | Consider how candidates demonstrate the characteristics of effective librarianship as described in the handbook. Clear documentation of diligence in the librarian role should be evident. |
| Evidence / Documentation | The candidate should supply documentation/artifacts/evidence that back up the framing statement narrative. |  |
| **Commitment to Subject Discipline** |  |  |
| Framing Statement | Describe how scholarly and creative activity has contributed to the body of knowledge in Library Sciences, along with description of plans for research |  |
| Curriculum Vita | Provide a current curriculum vita. See handbook for suggested content. |  |
| Scholarly and creative activities that demonstrate commitment to subject discipline | The candidate should refer to Appendix A of the handbook to determine the types of scholarly and creative activities that demonstrate commitment to subject discipline. Candidate should consider that reviewers might not have adequate expertise to evaluate work product included as documentation of scholarly activity, as portfolio documentation and narrative is prepared. | Ensure candidate shows continuous and effective engagement in scholarly or creative activity of high quality; refer to discipline specific criteria in Appendix A of the handbook. |
| **Contribution to the Institution** |  |  |
| Framing Statement | The framing statement should describe the candidate’s active participation and contribution to the ongoing activities of the institution. See the handbook for suggested activities. | Consider characteristics as described in the handbook. |
| Documentation | Documentation of activities described in the framing statement should be included. |  |
| **Outreach to the Public** |  |  |
| Framing Statement | Describe specific activities that illustrate engagement and outreach efforts in eastern Oregon and beyond, and how candidate contributes to the mission of the University. See handbook for additional information. | Consider characteristics as described in the handbook. |
| Documentation | Documentation of activities described in the framing statement should be included. |  |
| Tenure |  |  |
| Minimum Qualifications | * Hold terminal degree associated with field of specialization * Demonstrated excellence in librarianship, * proficiency in scholarship * service to students, college and University * service to community, region, or State * has at least five years of college-level librarianship unless otherwise agreed to at time of appointment | Consider all sections of handbook related to tenure to inform evaluation |
| Promotion to Professor |  |  |
| Requirements | * Demonstrate outstanding ability as a librarian and an ongoing commitment to librarianship excellence * Engage in library work as required by program, College and University needs * Demonstrate solid commitment to the broad discipline * Demonstrate recognized professional scholarly or artistic attainment within the field of specialization * Has minimum of 12 years of full-time college-level librarianship experience, with 2 year full time librarian position at EOU prior to applying | Consider criteria as stated in the handbook. |