*To be completed by TRC Chair*

**Tenure Review Committee (TRC) Composition Confirmation**

|  |
| --- |
| Check One |
| [ ]  | 1st Cycle |
| [ ]  | 2nd Cycle |
| [ ]  | 3rd Cycle |
| [ ]  | 4th Cycle |

Tenure Candidate: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Semester and Year: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Tenure Review Committee (TRC) Members:**

TRC Chair:

Department or Work Group Peer (D/WG Choice):

Department or Work Group Peer (Candidate’s Choice):

Dean:

Tenure Coordinator:

**Notes**

1) First Evaluation Cycle: By the end of Week 1, the TRC Chair emails a copy of this form to Human Resources (evalsupport@miracosta.edu), the Coordinator, the Dean, the Candidate, and the TREC Chair.

2) Second through Fourth Evaluation Cycles: By the end of Week 1, if necessary, the TRC Chair emails a copy of this form to Human Resources (evalsupport@miracosta.edu), the Coordinator, the Dean, the Candidate, and the TREC Chair.

3) Candidate includes this form in the Evaluation Packet.