

## WHAT MSP CAN DO FOR YOU

Attending a workshop on the promotion process is a good way to get information and begin taking charge of your promotion. But there is a lot more that MSP Faculty Advocates and staff can do for you! Here are a few of the most commonly sought services:

- 1) Consult on any issue of timing for the promotion review.
- 2) Look over/suggest edits to personal statements before promotion packet submission.
- 3) Discuss the choice of external reviewers by both the candidate and the department.
- 4) Review the solicitation letter to external reviewers that the department chair intends to send.
- 5) Read and evaluate promotion review recommendation letters at each stage and advise about appropriate responses (if any).
- 6) Seek and secure additional time in which to respond to any level of promotion review.
- 7) Help to construct and revise a response to any letter containing a negative recommendation or inaccurate information.
- 8) Offer information about past promotion cases in your department or college.
- 9) Troubleshoot and/or intervene (if necessary) when the promotion process is in question.
- 10) Talk to the department chair, or to the administration, on your behalf.
- 11) Seek and negotiate settlements when appropriate.
- 12) Provide a confidential sounding board and an objective perspective for any concerns regarding the promotion review process.