



## Checklist to Assure Fairness Report - printed September 16, 2016

Name	Division	Unit	Type	Review Period	Effective Date
Cleo Berenike	Social Sciences Division	Sociology	Merit, Greater than normal	07/01/2014 - 06/30/2016	07/01/2016

This is part of the Checklist to Assure Fairness, designed to protect the [Rights of All Academic Appointees to the University](#).

**This is your opportunity to review and comment on the department/unit recommendation. Please take the following steps:**

1. **READ** and acknowledge your rights and responsibilities, outlined below.
2. **REVIEW** the recommendation.
3. **RETURN** the file. At that time, you will be given the opportunity to add an optional written response.

**WITH THE DEPARTMENT/UNIT RECOMMENDATION DETERMINED, I AM BEING PROVIDED THE OPPORTUNITY TO:**

- Read the recommendation.
- Submit an optional written response to the recommendation within ten (10) working days. I understand that I may choose to submit a response to my department/unit, or directly to the dean, in which case it shall remain confidential from the department/unit.

Whether or not I choose to submit a written response, my deadline to return the review file is **09/30/2016**.

*If you have any questions or concerns regarding these statements, contact your department or unit.*

*After the final decision is issued, you will automatically receive access to the documents in your review file as specified in [CAPM 200.160](#). You will be notified when those documents are available for access.*

Accepted on September 16, 2016 by Cleo Berenike

File returned without response to department by Cleo Berenike on September 16, 2016

This is part of the Checklist to Assure Fairness, designed to protect the [Rights of All Academic Appointees to the University](#).

**This is your opportunity to review, and submit an optional written response to, new materials that have been added to your file before the department/unit recommendation is determined. Please take the following steps:**

1. **READ** and acknowledge your rights and responsibilities, outlined below.
2. **REVIEW** the added materials.
3. **RETURN** the file. At that time, you will be given the opportunity to upload a response.

*Please carefully review the following statements.*

**BEFORE THE DEPARTMENT/UNIT RECOMMENDATION IS DETERMINED, I AM BEING PROVIDED THE OPPORTUNITY TO:**

- Inspect all non-confidential materials included in the review.
- See a redacted copy of confidential materials included in the review.
- Submit a written statement in response to or commenting upon material in the review within ten (10) working days.

Whether or not I choose to submit a written response, my deadline to return the review file is: **09/30/2016**

*If you have any questions or concerns regarding these statements, contact your department or unit.*

Accepted on September 16, 2016 by Cleo Berenike