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Below is a list of sections that are used to populate the Tenure and/or Promotion Application in UNLV Folio:

### **Current Position**

This section displays academic rank and position information. More than one position may be displayed. Information here is obtained directly from Workday and therefore cannot be edited.

### **Tenure and Promotion History**

This section includes information on when you attained your academic rank at UNLV and, if applicable, information about your tenure status at UNLV. Please update as appropriate.

### **Non-Degree Education and Training**

This section displays substantial, long-term educational training related to your discipline but not leading to a degree. This may include coursework for a degree- or credential-seeking program that was not completed.

### **Professional Licensures and Certifications**

This section is intended to list special licenses or certifications, such as teaching certificates, professional certifications, law license, CPA, etc.

### **NARRATIVE: Evidence of Effective Job Performance (Libraries)**

This section provides an opportunity to summarize your accomplishments and describe ways in which your work has supported the university's research and teaching.

### **GENERAL: Awards and Honors**

List your honors, awards, fellowships, certificates, recognitions, etc., internal and external to UNLV.

### **GENERAL: Professional Memberships**

Formal associations with professional societies and academic, civic, and community organizations external to UNLV.

### **GENERAL: Professional Development**

Record opportunities where you were able to attend activities that serve to inform or enhance your professional development. Participation is primarily as an attendee rather than a presenter.

### **GENERAL: Workload and Reassignment Information**

Percentage of time allocated to teaching, research, service, administrative duties, or other duties.



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### OTHER: Consulting

This section displays contractual agreements for specialized services. Examples: Loaned expert serve as a statistical analyst; Discipline expert on policy development for the U.S. Department of Agriculture; Government contractor at Nellis Air Force Base.

### OTHER: Clinical Activities

Describe your clinical services and research specialties. Examples include treatment, counseling services, and other medical services.

#### Need more Help?

- > Check out the [UNLV Folio Resources page](#)
- > Email [UNLV Folio Support](#)
- > [Book a one-on-one consultation](#) with the UNLV Folio Support Team