**McPHERSON UNIVERSITY, SERIKI SOTAYO, OGUN STATE**

**COLLEGE/FACULTY OF ……………………………………………………..**

**RECOMMENDATION FOR PROMOTION OF (NAME OF STAFF) FROM THE POST OF (CURRENT POSITION) TO (PROMOTIONAL POSITION)**

**1.0 WORK HISTORY**

………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………..…………………

**2.0 JUSTIFICATION FOR RECOMMENDATION**

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**3.0 Quantitative Assessment**

**Table A: Paper by paper assessment**

|  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **S/N** | **Year** | **Type** | **Offshore/**  **Onshore & (Country)** | **Authorship** | | **Status Published or Accepted** | **% Contribution** | **Max. Score**  **Obtainable** | **Actual Score of Paper** | **Reduced Score** | **Quality** | **Remarks** |
| **No** | **Position** |
| 1 |  |  |  |  |  |  |  |  |  |  |  |  |
| 2 |  |  |  |  |  |  |  |  |  |  |  |  |
| 3 |  |  |  |  |  |  |  |  |  |  |  |  |
| 4 |  |  |  |  |  |  |  |  |  |  |  |  |
| 5 |  |  |  |  |  |  |  |  |  |  |  |  |
| 6 |  |  |  |  |  |  |  |  |  |  |  |  |
| 7 |  |  |  |  |  |  |  |  |  |  |  |  |
| 8 |  |  |  |  |  |  |  |  |  |  |  |  |
| 9 |  |  |  |  |  |  |  |  |  |  |  |  |
| 10 |  |  |  |  |  |  |  |  |  |  |  |  |
| 11 |  |  |  |  |  |  |  |  |  |  |  |  |
| 12 |  |  |  |  |  |  |  |  |  |  |  |  |
| 13 |  |  |  |  |  |  |  |  |  |  |  |  |
| 14 |  |  |  |  |  |  |  |  |  |  |  |  |
|  | **TOTAL SCORE** | | | | | | | | |  |

a. **Guidance and Supervision** - 5 points

(i) Supervision of a Master’s degree student to completion - 1 point

(ii) Supervision of a PhD student - 2 points

(iii) Incomplete Masters - ½ point

(iv) Incomplete PhD - 1 point

A maximum of 5 points could be scored

b. **Research in Progress**  - 5 points maximum

There shall be concrete evidence of research in progress, such as a progress report. Research in Progress should be:

i. Sponsored research in which report has been written; - 1 point

ii. Self-sponsored research in which report has been written - 1 point

* 1. Acknowledged papers or posters submitted for publication or presented

at conferences - ½ points

**Table B: Summary of Assessment**

|  |  |  |  |
| --- | --- | --- | --- |
| **S/N** | **ASSESSMENT PARAMETER** | **MAXIMUM OBTAINABLE** | **ACTUAL SCORE OBTAINED** |
| 1 | Postgraduate Supervision |  |  |
| 2 | Research in Progress |  |  |
|  | **Total** |  |  |

**Table C: Summary of Assessment**

|  |  |  |  |
| --- | --- | --- | --- |
| **S/N** | **CRITERIA** | **MAXIMUM SCORE** | **ACTUAL SCORE** |
| 1 | Qualification |  |  |
| 2 | Research and Publication |  |  |
| 3 | Teaching/Professional duty |  |  |
| 4 | Length of Service |  |  |
| 5 | Contribution to the University and Nation |  |  |
|  | **Total** |  |  |

**4.0 RECOMMENDATION**

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**5.0 PRAYER**

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Signature of Dean:………………………………

Name of Dean:……………………………………

Date:…………………………………………………

Total score =

Total score ÷ 2