

University of Waterloo
Guidelines for External Referees

Please indicate in your response brief comments on each of the questions listed below. In addition, please feel free to refer to any other matters which you believe may assist the University in arriving at a decision. Please be as specific as possible in your response.

1. Were you aware of any of the candidate's scholarly work before now?
2. If you were aware of the candidate's scholarly work previously, please advise immediately if there is a conflict of interest, or if you would not consider yourself to be at arm's length to the candidate. (for these purposes arm's length indicates- no prior relationship with the candidate, whether personal or professional, must be able to provide an impartial opinion)
3. On the basis of the information available to you, where do you rank the candidate as a researcher/scholar/innovative designer relative to others working in the candidate's field with comparable background and at a similar stage in academic development. The names of those with whom you are comparing the candidate would be very helpful.
4. To what degree is the candidate's work original and creative? How much impact and/or influence has it had on the candidate's area of research/scholarship, and on the subject more generally?
5. Assuming that the candidate satisfactorily meets other criteria, is the scholarship as revealed by both the quantity and the quality of the candidate's work such that you would recommend the candidate for tenure /promotion? In your judgment does the candidate meet the criteria to be awarded tenure/promotion at the University of Waterloo as referenced in the attached UW Policy 77.
6. Apart from the candidate's scholarly work, do you know any contributions the candidate has made to the development of their subject in Canada or elsewhere- e.g., through activities in learned societies, organizing conferences, peer adjudication panels, government commissions? In your opinion how significant have these activities been from the standpoint of promoting teaching/scholarship in the candidate's subject?