

# UC Berkeley Faculty Leadership Academy

## Letter of Support Form - Due October 10, 2019

### INSTRUCTIONS FOR APPLICANTS

Please complete the below information and forward this document as a **signed** PDF to the individual from whom you are seeking a letter of support. Please instruct that person to email her/his/their letter of support, along with this signed form (as a PDF), directly to [facultyleadership@berkeley.edu](mailto:facultyleadership@berkeley.edu) and to do so by **Thursday, October 10, 2019**. Please note, letters of support should speak to your leadership potential.

Applicant Name		Applicant Email	
Applicant Title		Applicant Phone	

The Family Educational Rights and Privacy Act (FERPA) of 1974 opens many applicant records for the applicant's inspection. The law also permits the applicant to sign a waiver relinquishing the right to inspect letters of recommendation. ***If you sign this form, you relinquish your right to view your letter of support.***

\_\_\_\_\_  
Applicant Signature

\_\_\_\_\_  
Date

### INSTRUCTIONS FOR LETTER OF SUPPORT WRITERS

The [UC Berkeley Faculty Leadership Academy](#) is a selective program sponsored by the Executive Vice Chancellor and Provost (EVCP) for tenured faculty who want to build their leadership skills. Candidates must be tenured professors. All else equal, preference will be given to Associate Professors or Professors not yet advanced across the Step-VI threshold.

Thank you for completing a letter of support for the applicant named above. Please email this form, along with a PDF of your signed letter of support to [facultyleadership@berkeley.edu](mailto:facultyleadership@berkeley.edu) so that it arrives **by Thursday, October 10, 2019**. Please note that applications will be considered incomplete without a letter of support and will not be accepted.

Participants will be carefully evaluated and selected by members of the Faculty Advisory Board and Program Sponsors based on their capacity to demonstrate two or more of the following characteristics:

- Strong personal initiative and motivation;
- An ability to work well within a diverse group;
- A desire to contribute significantly to the UC Berkeley community as a future leader;
- An interest in exploring collaboration opportunities for large, multidisciplinary projects;
- Evidence of leadership experience or potential; and
- An ability to bring out the best in those around them.

Please address the following questions in your letter of support:

- How long have you known the applicant and in what capacity?
- Why do you believe participation in this Academy would be a good opportunity for the applicant?
- Why should this applicant be selected?
- What characteristics demonstrate the applicant's ability to be successful in future leadership opportunities at UC Berkeley? What growth opportunities warrant attention by the applicant?
- How does the applicant perform on committees or teams? What are the particular strengths that the applicant brings to collaborative projects?
- What qualities does the applicant represent that may be underrepresented in our current leadership?