

TIMELINE SCHEDULE FOR CIAS MID-TENURE AND TENURE REVIEW

February 15

Administrative Chairs send Tenure and Promotion Committee (TPC) member names to Dean

March 1

TPC names announced to college

March 15

Dean convenes TPC

MID-TENURE REVIEW

TENURE REVIEW

March 1

Eligible candidates notified by Administrative Chair

April 1

Eligible candidates notified by Dean

May 1

Faculty document submissions guide opened to candidate

April 15

Administrative Chair submits three external review names to TPC

May 1

Faculty document submissions guide opened to candidate

Candidate submits five external reviewer names

August 15

Candidate uploads dossier to fileshare

August 15

Candidate uploads dossier to fileshare

TPC seeks four external reviewer letters

TPC seeks letters from tenured faculty

September 15

Administrative Chair's letter due to TPC

September 15

Administrative Chair's letter due to TPC

January 15

TPC letters due to Dean

January 15

TPC letters due to Dean

April 1

Dean's letter due to Provost

Dean, Administrative Chair, and Candidate discuss

February 8

Dean's letter due to provost

April 15

Candidate notified by Provost

TIMELINE SCHEDULE FOR CIAS PROMOTION TO PROFESSOR, SENIOR, or PRINCIPAL LECTURER

February 15

Administrative Chairs send Promotion Committee member names to Dean

March 1

Names announced to college

March 15

Dean convenes Promotion Committee

PROMOTION REVIEW

April 1

Eligible candidates notified by the Administrative Chair

April 15

Administrative Chair submits three external review names to Promotion Committee

May 1

Faculty document submissions guide opened to candidate
Candidate submits at least five external reviewer names and URL to his/her website

August 15

Candidate uploads dossier to fileshare

Promotion Committee seeks four external reviewer letters (ONLY for promotion to Professor)

Promotion Committee seeks letters from tenured faculty in candidate's school/program

September 15

Administrative Chair's letter due to Promotion Committee

January 1

All materials available to Promotion Committee

February 1

Promotion Committee letters due to Dean

March 1

Dean's letter due to provost

May 1

Candidate notified by Provost