

Promotion & Tenure Action Schedule (Effective AY 2023/24)

February 7, 2022	Candidate forwards completed External Reviewer List of 10-15 names to Vice Dean
February 18, 2022	Vice Dean reviews Candidate's list and submits completed External Reviewer List with combined names of Vice Dean (10-15) and candidate (10-15).
March 7, 2022	Candidate deadline for CV, personal statement, and 4 publications (Step 2a, b, c)
March 10 – June 30, 2022	Dean's office informally contacts potential external reviewers. Candidate's CV, personal statement & publications are sent to available external reviewers.
May 9, 2022	Candidate deadline date for remaining portfolio materials
July 11, 2022	Candidate's final review of Summary of Student Evaluation of Instruction grid
August 8, 2022	Candidate's review of FAR
August 26, 2022	Deadline for External Review Letters
September 6, 2022	Candidate's addendum portfolio items, if applicable, due (candidates for full are not eligible)
Sept 14 – December 2, 2022	Internal college portfolio review by Vice Deans, PEC and Dean
December 2, 2022	Portfolio due in Provost's Office
*May 12, 2023	Notification deadline for promotion & tenure appointment decisions

*Approximate date based on prior year's schedule