Schedule for AY 2022-2023

Promotion and Tenure Review

and

Contract Renewal Review

(Contract Renewal dates are the same as P&T dates, except where indicated in ***bold italics***)

By May 16, 2022

o Dean sends request to Department Chairs and Program Directors to verify list of scheduled reviews, add names of individuals for non-scheduled reviews, and nominate additions to DP&TC (if needed).

o Department Chairs and Program Directors reply to Dean’s request above.

o Department Chair obtains from each tenure-track candidate for promotion/tenure a list of his or her prospective external referees. DP&TC (as it is configured, pending announcement from the President of newly tenured faculty, who are thus eligible DP&TC members) convenes to draw up a preliminary list of external referees.

By September 15, 2022

o Candidate submits completed dossier to Department Chair for distribution to DP&TC and for mailing to external referees.

o DP&TC convenes to elect a Committee Chair and to finalize list of external referees.

o Department Chair is responsible for appointing two students to the DP&TC and forwarding name of DP&TC Chair to the Dean.

November 4, 2022

o Deadline for letters to DP&TC from external reviewers.

December 15, 2022

o Deadline for DP&TC’s and Department Chair’s reports on contract renewals and promotion and tenure cases to the Dean. A copy is also sent to the candidate.

**NOTE**: For scheduled promotion and tenure review only, the Dean may continue to accept additional materials through January 16, 2023.

January 16, 2023

o Deadline for DP&TC’s and Department Chair’s reports to the Dean on “tenure only” decisions for untenured Professors or Associate Professors.

***February 13, 2023***

o ***Dean’s reports on contract renewals are forwarded to the Provost and to the candidate (cases involving negative recommendations from the DP&TC, Department Chair, or Dean are forwarded via the Provost to the UFRC).***

***March 1, 2023***

o ***UFRC’s reports on Contract Renewal cases are forwarded to the Provost and to the candidate.***

March 15, 2023 (No later than)

o Dean’s reports on promotion and/or tenure cases are forwarded to the UFRC via the Provost and to the candidate.

o ***Provost’s reports on contract renewal cases are sent to the candidates. (Final campus action.)***

May 1, 2023

o UFRC’s reports on promotion and/or tenure cases are forwarded to the Provost and to the candidate.

May 15, 2023

o Provost’s reports on promotion and/or tenure cases are forwarded to the President and to the candidate.

June 1, 2023

o President’s decisions on promotion and/or tenure cases are communicated to the candidate. (Final campus action.)