Promotion & Tenure
Calendar
2024-2025 Academic Year

Friday, March 29, 2024
Candidate and Peer Review Committee (PRC) each submit three names and rationale for external reviewers to Academic Component Administrator. (Not required for clinical/lecturer faculty or instructor-level promotion)

Monday, April 8, 2024
Academic Component Administrator discusses any possible conflicts of interest with candidate and selects one name from each list of external reviewers.

Monday, April 22, 2024
Academic Component Administrator sends requests to external reviewers with requested response date of May 24, 2024.

June, 2024
Component Administrator resolves any response issues and solicits additional reviewers as needed.

Monday, July 29, 2024
Candidate ensures Academic Component Administrator receives CV; copies of articles; teaching, scholarship, and service self-reflections; and workload reports.

Wednesday, July 31, 2024
Academic Component Administrator sends CV; copies of articles; teaching, scholarship, and service self-reflections; workload reports; and component and university criteria to external reviewers.

Monday, September 9, 2024
External reviewer reports are due to Academic Component Administrators.

Friday, September 20, 2024
Faculty member submits final electronic portfolio; Academic Component Administrator uploads external reviewer documents (CV and review from each reviewer), which makes the portfolio available to the component PRC.

Friday, October 11, 2024
PRC submits recommendations. After acknowledgment by the candidate, the portfolio is available to the Academic Component Administrator.

Friday, November 1, 2024
Academic Component Administrator submits recommendations. After acknowledgment by

the candidate, the portfolio is available to the Dean.

Monday, January 6, 2025
Dean submits recommendations. After acknowledgment by the candidate, the portfolio is available to the University Promotion and Tenure Committee.

Monday, February 10, 2025
University Promotion and Tenure Committee submits recommendations. After acknowledgment by the candidate, the portfolio is available to the Executive Vice President for Academic Affairs/Provost (EVPAA/Provost).

Friday, March 21, 2025
EVPAA/Provost submits recommendations. After acknowledgment by the candidate, the portfolio is available to the Chancellor.

Friday, April 11, 2025
Chancellor submits recommendations. After acknowledgment by the candidate, the portfolio is available for review by Board of Regents.

May/June, 2025
Board of Regents decision