



2024-25 Tenured, Tenure-earning, and Non-tenure Earning, Clinical, and Research, Assistant Professors and Associate Professors Promotion & Tenure Schedule

Date	TASK
Friday, March 1 Interfolio Available	Candidates may access Interfolio to begin entering external review materials and dossier development. Dossier requirements are available at: Faculty Excellence: Promotion - Assistant and Associate Professors .
Check with your college for deadlines.	Candidates submit external review materials.
Check with your college for deadlines.	Department Chair/School Director: <ol style="list-style-type: none"> 1. Confirm candidate choice to view external review letters. 2. Contact external reviewers for commitment. 3. Send external review requests through Interfolio.
Thursday, August 8 <u>Deadline</u>	Candidate submits: <ol style="list-style-type: none"> 1. Regenerated Vita 2. Dossier
Friday, August 9 - Wednesday, August 14	Department Chair/School Director certifies dossier contents.
Thursday, August 15 - Tuesday, September 3 <i>(Holiday September 2)</i>	Department Committee reviews dossier and submits recommendation.
Wednesday, September 4 - Thursday, September 5	Department Chair/School Director reviews department/unit committee evaluation.
Friday, September 6 - Friday, September 13	Candidate reviews department/school committee recommendation and may submit optional response.
Monday, September 16 - Monday, September 23	Department Chair/School Director reviews dossier and submits recommendation.

Date	TASK
Tuesday, September 24 - Monday, September 30	Candidate reviews department chair/school director recommendation and may submit optional response.
Tuesday, October 1 - Monday, October 21	College Committee reviews dossier and submits recommendation.
Tuesday, October 22	Dean Designee reviews college committee evaluation.
Wednesday, October 23- Tuesday, October 29	Candidate reviews college committee recommendation and may submit optional response.
Wednesday, October 30 - Wednesday, November 13 <i>(Holiday November 11)</i>	College Dean reviews dossier and submits recommendation.
Thursday, November 14 - Wednesday, November 20	Candidate reviews college dean recommendation and may submit optional response.
Friday, December 6 - Tuesday, January 21, 2025 <i>(Holiday January 20)</i>	University Committee reviews dossiers. Tenured and tenure-earning dossiers receiving unanimous review will bypass university committee review and move immediately to the provost for review. The provost may recycle dossiers back to the university committee for additional review.
Wednesday, January 22 - Monday, January 27	Candidate reviews university committee recommendation and may submit optional response.
Tuesday, January 28	Provost begins full review of dossiers.
Thursday, April 3	Notification letters distributed to candidates .
TBD – Spring/Summer 2025	Tenure nominations presented to Board of Trustees for approval.