



REVISED 08/12/2024

**2024-25 Tenured Associate Professors and Professors
Post-Tenure Review Schedule**

Date	TASK
Monday, June 3 Interfolio Available	Faculty may access Interfolio to begin dossier development. Dossier requirements are available at: Faculty Excellence: Promotion – Post Tenure Review
Thursday, September 5 Deadline <i>(Holiday September 2)</i>	Faculty submits dossier.
Monday, September 9 - Friday, September 13	Department Chair/Unit Head reviews dossier contents to make sure information is correct and complete. If items are missing or incorrect, recycle back to the faculty for revision(s).
Monday, September 16 - Monday, October 7	Department Chair/Unit Head reviews dossier and submits assessment using a university-provided template.
Thursday, October 10 - Thursday, November 7 <i>(Holiday November 11)</i>	College Dean reviews dossier and submits evaluation using a university-provided template.
Tuesday, November 12 - Tuesday, November 26	Faculty review and response to the chair assessment and college dean evaluation.
Monday, December 2	Provost begins full review of dossiers.
TBD	Notification letters distributed to faculty .