



**REVISED 05/31/2024**

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

Date	TASK
<b>Monday, June 3</b> <a href="#">Interfolio</a> Available	<b>Faculty</b> may access <a href="#">Interfolio</a> to begin dossier development. Dossier requirements are available at: <a href="#">Faculty Excellence: Promotion – Post Tenure Review</a>
<b>Thursday, September 5</b> <b>Deadline</b> <i>(Holiday September 2)</i>	<b>Faculty submits.</b>  1. <b>Regenerated Vita</b> 2. <b>Dossier</b>
<b>Monday, September 9 -</b> <b>Friday, September 13</b>	<b>Department Chair/Unit Head</b> 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).
<b>Monday, September 16 -</b> <b>Monday, October 7</b>	<b>Department Chair/Unit Head</b> reviews dossier and submits assessment using a university-provided template.
<b>Thursday, October 10 -</b> <b>Thursday, November 7</b> <i>(Holiday November 11)</i>	<b>College Dean</b> reviews dossier and submits evaluation using a university-provided template.
<b>Tuesday, November 12 -</b> <b>Tuesday, November 26</b>	<b>Faculty</b> review and response to the chair assessment and college dean evaluation.
<b>Monday, December 2</b>	<b>Provost</b> begins full review of dossiers.
<b>TBD</b>	Notification letters distributed to <b>faculty</b> .