

BOLDED & UNDERLINED DATES ARE HARD DEADLINES

If you have questions about the schedule, please contact facultyexcellence@ucf.edu



**Faculty
Excellence**

2026-27 Instructor and Lecturer Promotion Schedule

Dates	Task
Monday, July 6 System Available	Candidates may begin uploading materials to their dossier. Dossier requirements are available at: Faculty Excellence: Promotion - Instructors and Lecturers
<u>Wednesday, August 26</u> <u>HARD DEADLINE</u>	Candidate submits dossier.
Thursday, August 27 - <u>Wednesday, September 02</u>	Department Chair/Unit Head certifies dossier contents.
Thursday, September 03 - <u>Thursday, September 24</u> <i>(Holiday September 7)</i>	Department Committee reviews dossier and submits recommendation.
Friday, September 25 - <u>Monday, September 28</u>	Department Chair/Unit Head reviews department/unit committee evaluation and shares by close of business with the candidate.
Tuesday, September 29 - <u>Monday, October 5</u>	Candidate reviews department/unit committee recommendation and may submit optional response.
Tuesday, October 6 - <u>Tuesday, October 13</u>	Department Chair/Unit Head reviews dossier and submits recommendation and shares by close of business with the candidate.
Wednesday, October 14 - <u>Tuesday, October 20</u>	Candidate reviews department chair/unit head recommendation and may submit optional response.

BOLDED & UNDERLINED DATES ARE HARD DEADLINES

If you have questions about the schedule, please contact facultyexcellence@ucf.edu

Dates	Task
Wednesday, October 21 - <u>Wednesday, November 4</u>	College Committee reviews dossier and submits recommendation.
Thursday, November 5 - <u>Monday, November 9</u>	Dean Designee reviews college committee evaluation and shares by close of business with the candidate.
Tuesday, November 10 - <u>Thursday, November 19</u> <i>(Holiday November 11)</i>	Candidate reviews college committee recommendation and may submit optional response.
Friday, November 20 - <u>Monday, December 14</u> <i>(Holiday November 26-27)</i>	College Dean reviews dossier and submits recommendation and shares by close of business with the candidate.
Tuesday, December 15 - <u>Tuesday, January 5, 2027</u> <i>(Gift Days TBD)</i>	Candidate reviews college dean recommendation and may submit optional response.
<u>Wednesday, January 6</u>	Vice Provost for Faculty Excellence begins review of Instructor/Lecturer dossiers.
<u>Thursday, April 1, 2027</u>	Notification letters distributed to the candidates .