6th Year Tenure and Promotion Flowchart

STEP 1: Candidate submission I
DATES: 5/16 – 5/30/19
STEP ACCESS: Candidate

STEP 2: Workflow maintenance
DATE: 5/31/19
STEP ACCESS: FIS team

STEP 3: UA emails dossier to external reviewers
DATES: 6/1 – 6/8/19
STEP ACCESS: UA

Step 4: FIS Team uploads SPOT data
DATES: 6/9 – 8/15/19
STEP ACCESS: FIS team

STEP 5: Candidate submission II
DATES: 8/16 – 8/30/19
STEP ACCESS: Candidate

STEP 6: Workflow maintenance
DATE: 8/31/2019
STEP ACCESS: FIS team

STEP 7: UA uploads external reviewer information and letters
DATES: 9/1 – 9/10/2019
STEP ACCESS: UA

STEP 8: FIS team adds committee membership
DATES: 9/11 – 9/15/19
STEP Access: FIS team

STEP 9: URC chair uploads recommendation to UA and eligible faculty cast their reappointment vote to UA
DATES: 9/16 – 10/15/19
STEP ACCESS: URC chair/members and eligible unit faculty

STEP 10: UA uploads recommendation to the CRC
DATES: 10/16 – 11/15/19
STEP ACCESS: UA

STEP 11: CRC chair uploads recommendation to dean
DATES: 11/16 – 12/15/19
STEP ACCESS: CRC chair/members

STEP 12: Dean uploads recommendation to the provost
DATES: 12/16 – 1/15/20
STEP ACCESS: Dean, dean's executive assistant

STEP 13: Provost uploads recommendation to the president
DATES: 1/16 – 3/1/20
STEP ACCESS: Provost, provost's executive assistant

STEP 14: University/BoR T&P decision
DATES: 3/2 – 6/15/20
STEP ACCESS: President

STEP 15: Dossier Archival
DATE: 6/16/20

Acronym Key:

UA = Unit administrator
URC = Unit review committee
CRC = College review committee

4/15/2019