

Promotion Only Timeline

Processes during 2022-2023 for awards to be granted during 2023-2024

Event	When
First Issuance of Notification of Promotion and/or Tenure Eligibility (by the Provost's Office)	By the 1 st Friday of April
Delivery of campus-wide workshop on development and submission of tenure and promotion dossiers for potential faculty candidates.	Before Finals Week
Second Issuance of Notification of Promotion and/or Tenure Eligibility (by the Provost's Office). Instructions for the preparation of dossiers are found on the Provost's website.	By the 1 st Friday of August
Faculty members will notify Department Chair/School Director if they intend to submit a dossier for promotion consideration	By the 3 rd Friday of August
Departmental/School Promotion & Tenure Committees Formed; Committee Chairs Elected	By the 1 st Friday of September
College and University Promotion Committees Formed; Chairs Elected	By the 1 st Friday of September
Candidate Dossiers Submitted to Departmental Committees	By the 4 th Friday of September
Candidate Dossiers Submitted to Departmental Chairs or Directors	By the 2 nd Friday of October
Candidate Dossiers Submitted to College Deans	By the 4 th Friday of October
Candidate Dossiers Submitted to the College Promotion Committees	By the 2 nd Friday of November
Candidate Dossiers Submitted to the University Promotion Committee	By the 1 st Tuesday following Thanksgiving Break
Candidate Dossiers Submitted to Provost and Vice President for Academic Affairs	By the 2 nd Friday of December
Candidate Dossiers Submitted to University President	By the 4 th Friday of December
President Completes the Process and Announces Decisions to the Candidates	By the 2 nd Friday of January