2018-2019 Tenure Track Promotion Timeline

E-portfolios in Interfolio for tenure track promotion need to be submitted to the Office of the Provost by December 7, 2018. Careful preparation is required and the Provost Memorandum for Promotion and Tenure Portfolio Guidelines for Tenure Track Faculty for 2018-2019 must be strictly followed. Please visit the Provost website for additional pertinent documents relating to promotion and tenure.

- **September 28, 2018:** Due: Submit promotion e-portfolio with completed Department Promotion and Tenure Committee review including the Committee Chairperson’s letter, Department Chairperson's/Director’s Letter, and any rebuttal from the candidate to the Dean’s Office (Faculty Affairs)

- **October 26, 2018:** Due: College P&T Committee recommendation to Dean (P&T committee chair submits voting results and creates promotion committee letter)
  * The e-portfolio should contain the addition of the Report of the College P&T Committee Chair.

- **October 31, 2018:** Due: Candidate’s review (and rebuttal if any) of College P&T Committee recommendation; candidate has 5 days to respond
  * The e-portfolio should contain the addition of the candidate's reply to the College P&T Committee Chairperson’s report, if any. The portfolio will then be submitted to the Dean.

- **November 30, 2018:** Due: Dean's letter of evaluation completed
  * The e-portfolio should contain the addition of the letter from the Dean.

- **December 5, 2018:** Due: Candidate’s review (and rebuttal if any) of Dean's recommendation; candidate has five days to respond
  * The e-portfolio should contain the addition of the candidate's reply to the Dean's letter, if any.

- **December 7, 2018:** Due: E-portfolios submitted to the Office of the Provost for review by the University Promotion and Tenure Committee