

## **Pathways for Review Deadlines**

*ACADEMIC & HEALTH COLLEGES*

*2024-2025*

*Office of the Provost*

*Office of Faculty Affairs*

*May 21, 2024*

## DOCUMENT CONTENTS

<a href="#">Pathways Document Overview</a> .....	3
<a href="#">Important Deadlines</a> .....	3
<a href="#">Early Promotion</a>	
<a href="#">External Reviewers</a>	
<a href="#">Deferral of Review</a>	
<a href="#">Committee Formation</a>	
<b>TENURED FACULTY EVALUATION PATHWAYS</b>	
<a href="#">Promotion to Full Professor (<i>All Colleges</i>)</a> .....	4
<a href="#">First Year (Newly Hired) Tenured Evaluation (<i>All Colleges</i>)</a> .....	4
<a href="#">Annual Evaluation for Tenured Faculty (<i>All Colleges</i>)</a> .....	5
<a href="#">Comprehensive Periodic Evaluation (<i>All Colleges</i>)</a> .....	5
<b>TENURE-TRACK FACULTY EVALUATION PATHWAYS</b>	
<a href="#">First Year Tenure-Track Evaluation (<i>All Colleges</i>)</a> .....	6
<a href="#">Second Year Tenure-Track Evaluation (<i>All Colleges</i>)</a> .....	6
<a href="#">Third Year Tenure-Track Evaluation (<i>All Colleges</i>)</a> .....	7
<a href="#">Fourth and Fifth Year Tenure-Track Evaluation (<i>All Colleges</i>)</a> .....	7
<a href="#">Application for Tenure &amp; Promotion to Associate Professor (<i>All Colleges</i>)</a> .....	8
<b>NON-TENURE TRACK FACULTY EVALUATION PATHWAYS</b>	
<a href="#">First Year Non-Tenure Track Evaluation (<i>All Colleges</i>)</a> .....	9
<a href="#">Annual Evaluation for Non-Tenure Track Faculty (<i>All Colleges</i>)</a> .....	9
<a href="#">Evaluation for Renewal &amp;/or Promotion (<i>All Colleges</i>)</a> .....	10

## Pathways Document Overview

This document provides key deadlines for the completion of the review at each respective level, however, subsequent reviews can begin as soon as the file is advanced. Faculty are encouraged to submit their response to the review as soon as they receive it but within no more than 10 business days. Each review level will auto-advance to the next stage at the deadline if not manually advanced by the faculty member. Once the dossier is advanced to the next level of review, either by the faculty member or automatically, the review cannot be reconsidered by the previous review level.

As a reminder, while each tenure-track evaluation is cumulative, the 3<sup>rd</sup> year review, is when faculty should start making their case for tenure, which is why the college committee and Provost is included in the review pathway.

Please note that beginning 2024-2025 all colleges will be on the same Pathways.

### Important Deadlines:

#### Early Promotion:

Candidates seeking early promotion may apply early if the faculty member believes their performance record *substantially exceeds* the department's evaluation guidelines for promotion. Any conversation related to what "substantially exceeds" the evaluation criteria should be directed to the chair and/or dean.

To be considered for an early promotion review, the faculty member must submit the request (specifically assistant or associate professors must submit an external review request) to the department chair no later than **March 1**.

#### External Reviewers:

Candidates going up for tenure & promotion or promotion to full in the next academic year must submit their initial list of external reviewers to the department chair no later than **March 1**.

#### Deferral of reviews or request for an extension:

Candidates requesting a deferral of their evaluation or an extension of the probationary period in the next academic year must submit their request to the department chair no later than **March 1**.

#### Committee Formation:

Department and college committee members will be requested by the Office of the Provost in the spring for the following academic year. **In accordance with [HOP 06-503/504 Appendix E.1.c.i.](#), all committees are to be finalized by May 1**, including selection of the committee chair.

## **TENURED FACULTY EVALUATION PATHWAYS**

### **Promotion to Full Professor**

<b><u>Level of Review</u></b>	<b><u>Deadlines</u></b>
<b><i>Candidate Dossier Submission</i></b>	<b><i>September 6, 2024</i></b>
1. Department Committee <i>Candidate response</i>	September 27, 2024 <i>Within 10 Business Days of Review</i>
2. Department Chair <i>Candidate response</i>	November 1, 2024 <i>Within 10 Business Days of Review</i>
3. College Committee <i>Candidate response</i>	December 13, 2024 <i>Within 10 Business Days of Review</i>
4. College Dean <i>Candidate response</i>	January 31, 2025 <i>Within 10 Business Days of Review</i>
5. University Committee <i>Candidate response</i>	March 21, 2025 <i>Within 10 Business Days of Review</i>
6. Provost <i>Candidate response</i>	May 7, 2025 <i>Within 10 Business Days of Review</i>
7. President	June 15, 2025

For questions regarding going up for promotion early, please see note on [page 3](#).

### **First Year (Newly Hired) Tenured Evaluation**

<b><u>Level of Review</u></b>	<b><u>Deadlines</u></b>
<b><i>Candidate Dossier Submission</i></b>	<b><i>January 10, 2025</i></b>
1. Department Committee <i>Candidate response</i>	January 31, 2025 <i>Within 10 Business Days of Review</i>
2. Department Chair <i>Candidate response</i>	March 28, 2025 <i>Within 10 Business Days of Review</i>
3. College Dean	May 5, 2025

## **Annual Evaluation for Tenured Faculty**

<b><u>Level of Review</u></b>	<b><u>Deadlines</u></b>
<b><i>Candidate Dossier Submission</i></b>	<b><i>February 7, 2025</i></b>
4. Department Committee	February 28, 2025
<i>Candidate response</i>	<i>Within 10 Business Days of Review</i>
5. Department Chair	April 18, 2025
<i>Candidate response</i>	<i>Within 10 Business Days of Review</i>
6. College Dean	May 30, 2025

## **Comprehensive Periodic Evaluation**

<b><u>Level of Review</u></b>	<b><u>Deadlines</u></b>
<b><i>Candidate Dossier Submission</i></b>	<b><i>September 6, 2024</i></b>
1. Department Committee	September 27, 2024
<i>Candidate response</i>	<i>Within 10 Business Days of Review</i>
2. Department Chair	November 8, 2024
<i>Candidate response</i>	<i>Within 10 Business Days of Review</i>
3. College Dean	February 14, 2025

*If an action plan is required, all plans should be finalized with the chair/dean by March 1.*

## TENURE-TRACK FACULTY EVALUATION PATHWAYS

### First Year Tenure-Track Evaluation

<u>Level of Review</u>	<u>Deadlines</u>
<i>Candidate Dossier Submission</i>	<i>January 10, 2025</i>
1. Department Committee <i>Candidate response</i>	January 31, 2025 <i>Within 10 Business Days of Review</i>
2. Department Chair <i>Candidate response</i>	March 28, 2025 <i>Within 10 Business Days of Review ,</i>
3. College Dean <i>Candidate response</i>	May 5, 2025 <i>Within 10 Business Days of Review</i>

### Second Year Annual Tenure-Track Evaluation

<u>Level of Review</u>	<u>Deadlines</u>
<i>Candidate Dossier Submission</i>	<i>September 3, 2024</i>
1. Department Committee <i>Candidate response</i>	September 13, 2024 <i>Within 10 Business Days of Review</i>
2. Department Chair <i>Candidate response</i>	October 18, 2024 <i>Within 10 Business Days of Review</i>
3. College Dean <i>Candidate response</i>	November 22, 2024 <i>Within 10 Business Days of Review</i>

### **Third Year Annual Tenure-Track Evaluation**

<b><u>Level of Review</u></b>	<b><u>Deadlines</u></b>
<b><i>Candidate Dossier Submission</i></b>	<b><i>September 6, 2024</i></b>
1. Department Committee	September 27, 2024
<i>Candidate response</i>	<i>Within 10 Business Days of Review</i>
2. Department Chair	November 1, 2024
<i>Candidate response</i>	<i>Within 10 Business Days of Review</i>
3. College Committee	December 13, 2024
<i>Candidate response</i>	<i>Within 10 Business Days of Review</i>
4. College Dean	February 7, 2025
<i>Candidate response</i>	<i>Within 10 Business Days of Review</i>
5. Provost	April 1, 2025

### **Fourth and Fifth Year Annual Tenure-Track Evaluation**

<b><u>Level of Review</u></b>	<b><u>Deadlines</u></b>
<b><i>Candidate Dossier Submission</i></b>	<b><i>September 6, 2024</i></b>
1. Department Committee	September 27, 2024
<i>Candidate response</i>	<i>Within 10 Business Days of Review</i>
2. Department Chair	November 1, 2024
<i>Candidate response</i>	<i>Within 10 Business Days of Review</i>
3. College Dean	December 13, 2024
<i>Candidate response</i>	<i>Within 10 Business Days of Review</i>

## Application for Tenure & Promotion to Associate Professor

<u>Level of Review</u>	<u>Deadlines</u>
<b><i>Candidate Dossier Submission</i></b>	<b><i>September 6, 2024</i></b>
1. Department Committee <i>Candidate response</i>	September 27, 2024 <i>Within 10 Business Days of Review</i>
2. Department Chair <i>Candidate response</i>	November 1, 2024 <i>Within 10 Business Days of Review</i>
3. College Committee <i>Candidate response</i>	December 13, 2024 <i>Within 10 Business Days of Review</i>
4. College Dean <i>Candidate response</i>	January 31, 2025 <i>Within 10 Business Days of Review</i>
5. University Committee <i>Candidate response</i>	March 21, 2025 <i>Within 10 Business Days of Review</i>
6. Provost <i>Candidate response</i>	May 7, 2025 <i>Within 10 Business Days of Review</i>
7. President Recommendation to BOR	June 15, 2025
8. Board of Regents approval	August 2025

*For questions regarding going up for tenure and promotion early, please see note on [page 3](#).*



## **NON-TENURE TRACK FACULTY EVALUATION PATHWAYS**

### **First Year Non-Tenure Track Evaluation**

<b><u>Level of Review</u></b>	<b><u>Deadlines</u></b>
<b><i>Candidate Dossier Submission</i></b>	<b><i>January 10, 2025</i></b>
1. Department Committee <i>Candidate response</i>	January 31, 2025 <i>Within 10 Business Days of Review</i>
2. Department Chair <i>Candidate response</i>	March 28, 2025 <i>Within 10 Business Days of Review</i>
3. College Dean	May 5, 2025

### **Annual Evaluation for Non-Tenure Track Faculty**

<b><u>Level of Review</u></b>	<b><u>Deadlines</u></b>
<b><i>Candidate Dossier Submission</i></b>	<b><i>October 4, 2024</i></b>
1. Department Committee <i>Candidate response</i>	October 25, 2024 <i>Within 10 Business Days of Review</i>
2. Department Chair <i>Candidate response</i>	December 6, 2024 <i>Within 10 Business Days of Review</i>
3. College Dean	January 31, 2025

## Evaluation for NTT Renewal &/or Promotion

<u>Level of Review</u>	<u>Deadlines</u>
<b><i>Candidate Dossier Submission</i></b>	
1. Department/School Committee <i>Candidate response</i>	October 4, 2024  October 25, 2024 <i>Within 10 Business Days of Review</i>
2. Department Chair <i>Candidate response</i>	December 6, 2024  <i>Within 10 Business Days of Review</i>
3. College Dean <i>Candidate response</i>	January 31, 2025  <i>Within 10 Business Days of Review</i>
4. Provost's Decisions on Promotions	April 15, 2025
5. Deans Issue Reappointment Letter/Notification of Non-Renewal	May 1, 2025

*For questions regarding going up for promotion early, please see note on [page 3](#).*