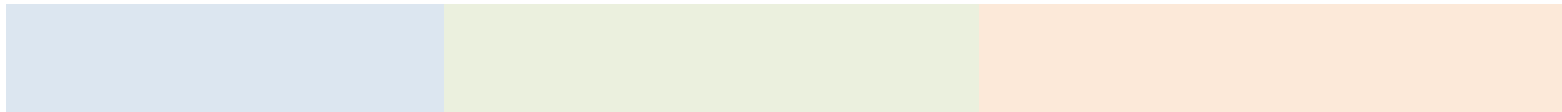






Friday, August 30, 2024			Faculty supervisor or library Director selects names of individuals, libraries, or institutions from lists provided by Candidate, the Chair of the Departmental Review Committee, and the University Library faculty, endeavoring to choose an External Reviewer from each list for total of three External Reviewers. The faculty supervisor or library Director contacts External Reviewers to ask if they are willing to review the candidate's materials and provide a review letter by December 1, asking them to respond by September 27.
Thursday, September 19, 2024			
		<ul style="list-style-type: none"> <li>• List of candidates and their tenure and or promotion review committees due to Academic Affairs.</li> <li>• University Libraries Electronic Promotion and Tenure Timeline due to Academic Affairs.</li> </ul>	
Friday, September 27, 2024			Deadline by which External Reviewers are asked to indicate their willingness to provide reviews.
Friday, October 18, 2024			The Executive Director schedules meetings of the departmental and University Libraries Promotion Review and Tenure Review Committees for the purpose of charging the committees.
Monday, November 11, 2024			Candidate given access to Google Drive to upload T&PReport.pdf and Portfolio.pdf. The Portfolio document should include the Faculty Annual Report for the current year.



Friday, November 29, 2024

Deadline given to External Reviewers for submission of External Reviews.

Monday, December 2, 2024

Candidate's access to Google Drive removed.

Tuesday, December 3, 2024

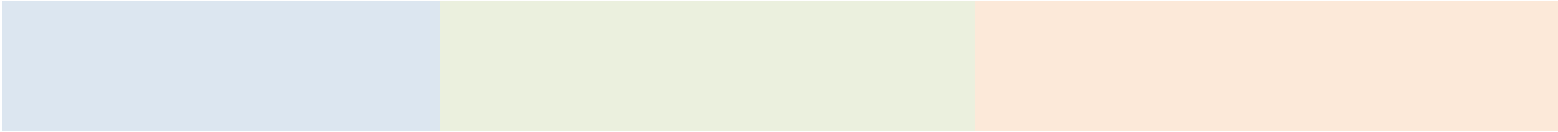
Chair of Departmental Promotion and Tenure Committee and library Director/Faculty Supervisor given access to Google drive to load Reviews.pdf

Departmental Promotion Review and Tenure Review Committee given access to Google drive.

Wednesday, January 8, 2025

Departmental Promotion Review and Tenure Review Committees complete their evaluation(s).

Friday, January 10, 2025



Changes in weights for 2024 should be submitted to the supervisor and the Executive Director for consideration and approval by January 10, 2025.



Friday, June 27, 2025	Completed AAP Scores due to Academic Affairs.		
Friday, August 15, 2025		Promotion and/or tenure becomes effective.	