

PROGRESS TOWARD TENURE REVIEW PROCESS
(FOURTH YEAR REVIEW) DATES*

The progress toward tenure review (also known as the mid-tenure review) packet is to be completed by the candidate no later than the **third Monday in February**.

The process involved in the progress toward tenure review is as follows.

All early consultations with the dean and chairperson/director regarding the initiation of the progress toward tenure review [review] should be completed by **October 1st** of the academic year in which the review is to occur. The associate dean will notify the College Tenure and Promotion Committee of the number of reviews being conducted during the year. The review is to occur during the fourth year of the candidate's tenure clock.

The candidate's completed review packet should be made available to the academic-unit no later than the **third Monday in February**. The college Tenure and Promotion Committee should receive all completed review packets along with the academic-unit's review and the chair's review no later than the **second Monday in March**.

The completed review packets along with the college Tenure and Promotion Committee reports should be provided to the dean, and appropriate Department Chairs or School of Accountancy Director no later than the **second Monday in April**. After the Tenure and Promotion Committee submits its report, a joint meeting of the candidate, Department Chair or School of Accountancy Director, and the dean will be held **no later than the last day of final exam week** to discuss the candidate's progress toward tenure and/or promotion.

*Note that, depending on contract terms, the semester and dates may need to be adjusted for a faculty member hired to start spring term rather than the fall term.

Revised 5/10/18 to reflect new tenure & promotion guidelines.