

PROMOTION & TENURE FALL 2025

AUGUST 18, 2025: PACKETS LAUNCH IN ELEMENTS

NOVEMBER 14, 2025: PACKETS ADVANCE TO ACADEMIC AFFAIRS

REMINDERS

Early Review

- Mandatory candidates going up prior to review date are early
- Solicitation of external letter writers must mention early review
- Revocation of tenure clock extension deadline is April 1

Candidate Required Materials

- Evidence not required in Elements
- CV, prior annual reviews (one file) and course evaluations (one file)

Department/College Required Materials

- Recommendation by Department Report (vote form)
- Written/signed P&T Committee Report (should include the majority and minority view)
- Department Chair's written evaluation
- College Advisory Committee vote form
- Dean's written evaluation

External Review Letters

- Summary of external review letter writer qualifications instead of CVs
- Redact external reviewer information from all campus recommendations
- External letters should be consolidated into one file
- AAU recommended

Voting

- No proxy votes allowed
- Current distribution of eligible voting faculty should equal number of favorable, opposed, abstained and absent