TENURE AND PROMOTION TIMELINE

**2014 – 2015**

June 17, 2014 Department Administrators’ Meeting (9:00 – 11:00 am, Room 6120/videoconference Jacksonville Deal Board Room)

## June 23, 2014 List of nominees from departments due in College Office of Faculty Affairs (M-100)

June 24, 2014 Chairs send out letters to Reviewers (***note new template and instructions***), includes candidate’s preliminary packet

August 8, 2014 Reviewers’ letters received by Chair

August 25, 2014 a) Department Administrator reviews packet before faculty member certifies as final

b) Faculty member certifies packet as final

September 13, 2014 Department deadline for completion of Departmental process (Department assessment, chair letter, 10 Day Rule) [The chair/director must provide candidates with a copy of her/his letter by uploading the letter into the OPT system. The candidate has 10 days thereafter to submit a written response if s/he chooses to do so by uploading the response in the OPT system.]

September 23, 2014 Completed packets certified by Departmental Administrator, due online for access by College Office of Faculty Affairs

October 7, 2014 Dean Good gives charge to Tenure Track Committee (10:00 am, room M-112)

October 9, 2014 Dean Good gives charge to Mission Track Committee (10:00 am, room M-112)

October - November, 2014

Tenure Track Committee Meetings (9:00 am-4:00 pm, R1-106)

Mission Track Committee Meetings (9:00 am-4:00 pm, R1-106)

December, 2014 College Committee Assessments to Candidates and Department Chairs

January TBA, 2015 Dean’s Letter to Candidates and Department Chairs

[The candidate has 10 days to request a meeting with the dean or to submit a written response by uploading it into the OPT system. Any such response shall become part of the packet.]

January 13, 2015 Packets due online for review in UF Office of Academic Affairs, Tigert Hall

# March-May, 2015 Academic Personnel Board reviews all packets

June, 2015 President of the University notifies Deans of his decision on nominees

July, 2015 Board of Trustees notifies Deans of decision on tenure

**Revised 08/2014**