

Promotion and/or Tenure Calendar 2023-2024

Spring 2023	Provost's P&T Workshops and Electronic Materials Workshops. Departments are urged to conduct DPC Elections by end of Spring and send results to pandt@uml.edu. TT: Candidates, Chairs, and Deans complete Appendices 1 and 2A-C prior to external review solicitation. CL: Candidates provide Chair with contact info. for letters of assessment from clinical sites.
Mid-May 2023	TT: Chair solicits external reviews from final list of reviewers. Chair sends TT candidate materials, including completed waiver statement, to confirmed reviewers by last week of May. CL: Chair solicits letters of assessment from clinical sites.
Mid-June 2023	TT: Chairs who have not received sufficient commitments should solicit additional reviewers.
7/1/23	Candidates request fileshare folder (link at uml.edu/pandt).
9/1/23	External reviewers submit evaluation, CV, and bio paragraph to Chairs.
9/18/23 5:00pm ET	Deadline for individuals to file for promotion and tenure and to submit all necessary supporting materials for Department Chairpersons.
9/22	Provost's Preparation Meeting for Review Committees, 9:00-11:00am
10/2/23	Deadline for Chairpersons to submit all individual promotion and tenure materials (inclusive of external letters and reviewer information) for Department Personnel Committees.
10/23/23	Deadline for Department Personnel Committees to forward recommendations and personnel materials for Chairpersons.*
10/30/23	Last day for candidates to file responses to recommendations from Departmental Personnel Committees.**
11/13/23	Deadline for Chairs to forward recommendations and personnel materials for College Personnel Committees.*
11/20/23	Last day for candidates to file responses to recommendations from Chairpersons.**
12/4/23	Deadline for College Personnel Committees to forward recommendations and personnel materials for college deans.*
12/11/23	Last day for candidates to file responses to recommendations from College Personnel Committees.**
1/8/24	Deadline for college deans to forward recommendations and personnel materials for the Rank and Tenure Committee.*
1/16/24	Last day for candidates to file responses to recommendations from Deans.**
2/1&2/24	University Rank and Tenure committee meets to review applications.
2/20/24	Deadline for University Rank and Tenure Committee to forward recommendations and personnel materials for Provost.*
2/27/24	Last day for candidates to file responses to recommendations from Rank and Tenure Committee.**
3/4/24	Deadline for Provost to forward recommendations and personnel materials for Chancellor.*
3/11/24	Last day for candidates to file responses to recommendations from the Provost.**
3/18/24	Deadline for Chancellor to issue list of recommended candidates for tenure and promotion (before appeals).*
3/25/24	Deadline for eligible candidates to submit appeal to Chancellor.
4/8/24	Deadline for Chancellor to issue final list of recommended candidates for tenure and promotion to the Board of Trustees (after all appeals have taken place).

* **Recommendation letters must be emailed to each candidate with CC to pandt@uml.edu for upload.**

** **Candidates should email response letters to pandt@uml for upload.**