

# Timeline for Promotion and Tenure Evaluation School of Health Professions

Approved 11/10/14

## **April 1**

Candidate nominates two tenured faculty members for the departmental Committee on Review (COR). Candidate makes their nominations for external reviewers to the Chair.

## **April 15 - May 15**

Chair finalizes departmental COR.

## **May 15 - June 1**

Chair selects final external reviewers from among a list of external reviewers that is generated by the COR with input from the candidate. Chair sends out requests and secures commitments from external reviewers (letters due back no later than August 1).

## **June 15**

Candidate completes the dossier (paper and electronic copy) using forms and directions found at: <http://provost.missouri.edu/faculty/tenure.html>. Candidate submits six copies of dossier to COR.

## **August 1 - August 31**

COR incorporates external review letters and evaluates dossier. COR may ask candidate for additional information and/or for clarifications of dossier, if needed. COR votes and writes cover letter explaining the vote.

## **September 1**

COR submits vote and letter with recommendation to Department Chair.

## **September 15**

Department Chair submits letter with recommendation to SHP P&T Committee.

## **October 15**

SHP P&T Committee submits vote and letter with recommendation to Dean.

## **November 15**

Dean completes letter with recommendation for Provost.

## **First Monday in December**

Dossiers submitted to Provost.

*From Faculty Policy Manual, Article 3, Section N, Schedule for Tenure Review*