6th Year Tenure and Promotion Flowchart

Department Chair submits the VPAA 174 to Faculty Information Systems

Faculty.info@unt.edu

March 3, 2025

STEP 1: Candidate submission I

DATES: 05/08 – 05/29/25

STEP ACCESS: Candidate

STEP 2: Unit Administrator submits external reviewer

DATE: 05/30 – 06/12/25

STEP ACCESS: UA

STEP 3: UA submits dossier to external reviewers

DATES: 06/13 – 8/14/25

STEP ACCESS: External Reviewer

STEP 4: FIS uploads SPOT

DATES: 08/15 – 08/21/25

STEP ACCESS: FIS

STEP 5: Candidate Submission II

DATE: 08/22 - 09/04/25

STEP ACCESS: Candidate

STEP 6: FIS team adds committee membership

DATES: 09/05 – 9/11/25

STEP Access: FIS team

STEP 7: Eligible faculty cast their vote to Unit Administrator

Dates: 09/12 – 09/25/25

STEP ACCESS: Eligible Faculty

STEP 8: URC Chair uploads recommendation to UA

DATES: 09/26 – 10/20/25

STEP ACCESS: URC chair/members

STEP 9: UA uploads recommendation to the CRC

DATES: 10/21 – 11/06/25

STEP ACCESS: UA

STEP 10: CRC chair uploads recommendation to dean

DATES: 11/07 – 12/11/25

STEP ACCESS: CRC chair/members

STEP 11: Dean uploads recommendation to the provost

DATES: 12/12 – 01/08/26

STEP ACCESS: Dean

STEP 12: Provost uploads recommendation to the president

DATES: 01/09 – 03/05/26

STEP ACCESS: Provost

STEP 13: University/BoR T&P decision

DATES: 03/06 – 06/11/26

STEP ACCESS: President

STEP 14: Dossier Archival

DATE: 06/12/2026

Acronym Key:

UA = Unit administrator
URC = Unit review committee
CRC = College review committee

11/13/2024 rlh