



Midterm and 5th Year Mandatory Workflow

Instructions for Dean

Please use Chrome or Firefox for capability purposes.
From your FIS profile, click on the Workflow tab.

Activities CV Imports Reports **Workflow**

Activities - University of North Texas
[Review a guide](#) to manage your activities.

Q Search... **SEARCH**

▼ **General Information**

- Personal and Contact Information
- Administrative Data - Permanent Data | Yearly Data
- Academic, Government, Military and Professional Positions
- Administrative Assignments
- Awards and Honors
- Consulting
- Education
- Education - Renowned Teachers
- Internal and External Connections and Partnerships
- Faculty Development Activities
- Licensures and Certifications
- Publicity, Media Appearances, and Interviews
- Professional Memberships
- Reflective Narrative
- Workload Information

▼ **Teaching**

- Academic Advising
- Awards, Honors, and Recognition of Students
- Directed Student Learning (e.g., theses, dissertations)
- Non-Credit Instruction Taught
- Scheduled Teaching
- Statement of Teaching Philosophy and Goals
- Teaching at Other Institutions
- Teaching Innovation and Curriculum Development
- Peer Evaluation of Teaching
- Teaching Qualifications

Locate the name of the candidate you would like to review and click on the corresponding link.

▼ Inbox (1)

► Show Filters (1)

NAME ▼	STEP ▼	DEPARTMENT ▼	CANDIDATE ▼	DUE DATE ↓ ₁ 2 ▼	DATE RECEIVED ▼
2024-2025 Midterm Review (Test)	Dean Uploads Recommendation To The Provost	Academic Administration	Shrestha, Nicky	January 9, 2025 @ 11:59 PM	July 25, 2024 @ 2:46 PM

Please review the information which have been submitted previously.

Please upload your recommendation and any accompanying documentation.

Please select the dean's recommendation from the drop-down below:

Recommendation of the dean *

Upload the dean's recommendation letter:

Recommendation letter: *

Upload the faculty's response to the negative dean's recommendation (if applicable):

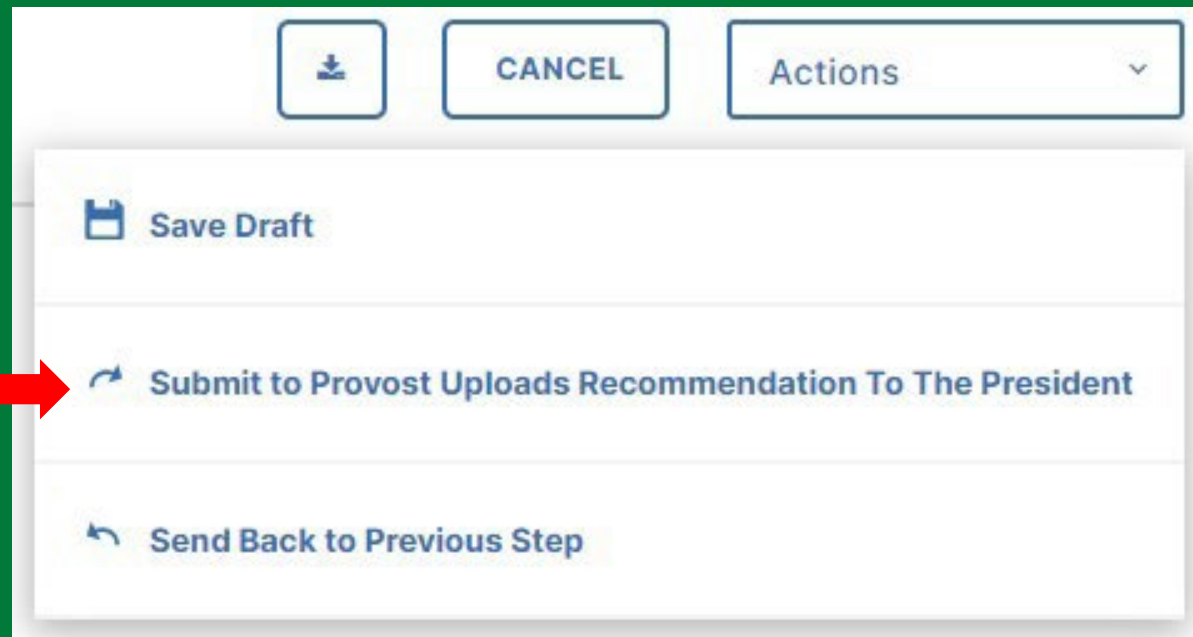
Faculty response to negative dean recommendation:

Upload additional documentation (optional):

Additional documentation

Review and ensure all documents have been uploaded successfully and accurately.

At the top right corner, click on 'Actions' and choose 'Submit to Provost Uploads Recommendation to the President' to send your submission to the next step.




***Note:** Click the 'Send Back to Previous Step' button if any of the previous submissions need to be rectified.

You will be prompted to confirm submission.

Please click 'Yes' to route the application to next step and 'No' if you need to go back and make a change.

Are you sure you want to Submit to Provost Uploads Recommendation To The President?





Please contact the FIS Team for additional information or assistance:

Faculty.Info@unt.edu

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