6th Year Tenure and Promotion Flowchart

1. **Candidate submission I**
   - Dates: 5/13 – 5/30/21
   - Step Access: Candidate

2. **Workflow maintenance**
   - Date: 5/31/21
   - Step Access: FIS team

3. **UA emails dossier to external reviewers**
   - Dates: 6/1 – 6/8/21
   - Step Access: UA

4. **FIS Team uploads SPOT data**
   - Dates: 6/9 – 8/18/21
   - Step Access: FIS team

5. **Candidate submission II**
   - Dates: 8/19 – 8/30/21
   - Step Access: Candidate

6. **Workflow maintenance**
   - Date: 8/31/21
   - Step Access: FIS team

7. **UA uploads external reviewer information and letters**
   - Dates: 9/1 – 9/9/21
   - Step Access: UA

8. **FIS team adds committee membership**
   - Dates: 9/10 – 9/16/21
   - Step Access: FIS team

9. **URC chair uploads recommendation to UA and eligible faculty cast their reappointment vote to UA**
   - Dates: 9/17 – 10/14/21
   - Step Access: URC chair/members and eligible unit faculty

10. **UA uploads recommendation to the CRC**
    - Dates: 10/15 – 11/11/21
    - Step Access: UA

11. **CRC chair uploads recommendation to dean**
    - Dates: 11/12 – 12/16/21
    - Step Access: CRC chair/members

12. **Dean uploads recommendation to the provost**
    - Dates: 12/17 – 1/13/22
    - Step Access: Dean, dean’s executive assistant

13. **Provost uploads recommendation to the president**
    - Dates: 1/14 – 3/1/22
    - Step Access: Provost, provost’s executive assistant

14. **University/BoR T&P decision**
    - Dates: 3/2 – 6/16/22
    - Step Access: President

15. **Dossier Archival**
    - Date: 6/17/22
    - Step Access: President

**Acronym Key:**
- UA = Unit administrator
- URC = Unit review committee
- CRC = College review committee