ASSOCIATE TO FULL PROFESSOR PROMOTION FLOWCHART

STEP 1: Candidate submission I
DATES: 5/13 – 5/30/21
STEP ACCESS: Candidate

STEP 2: Unit Administrator submits external reviewers
DATES: 5/31 – 6/6/21
STEP ACCESS: UA

STEP 3: UA emails dossier to external reviewers
DATES: 6/7 – 8/16/21
STEP ACCESS: External Reviewer

STEP 4: FIS uploads SPOT
DATES: 8/17 – 8/22/21
STEP ACCESS: FIS

STEP 5: Candidate submission II
DATE: 8/23/ – 9/10/21
STEP ACCESS: Candidate

STEP 6: FIS team adds committee membership
DATES: 9/11 – 9/15/21
STEP ACCESS: FIS

STEP 7: URC chair uploads recommendation to the UA
DATES: 9/16 – 10/14/21
STEP ACCESS: URC chair/members

STEP 8: FIS uploads recommendation to the CRC
DATES: 10/15 – 11/11/21
STEP ACCESS: FIS

STEP 9: UA uploads recommendation to the CRC
DATES: 10/12 – 11/16/21
STEP ACCESS: UA

STEP 10: CRC chair uploads recommendation to the dean
DATES: 11/12 – 12/16/21
STEP ACCESS: CRC chair/members

STEP 11: Dean uploads recommendation to the provost
DATES: 12/17 – 1/13/22
STEP ACCESS: Dean, dean’s executive assistant

STEP 12: Provost uploads recommendation to the president
DATES: 1/14 – 3/1/22
STEP ACCESS: Provost

STEP 13: University promotion decision
DATES: 3/2 – 6/15/22
STEP ACCESS: President

STEP 14: Dossier Archival
DATE: 6/16/22

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

10/11/2021 rlh