Associate to Full Professor Promotion Flowchart

Acronym Key:

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

Step 1: Candidate submission I
DATES: 5/11 – 5/31/23
STEP ACCESS: Candidate

Step 2: Unit Administrator submits external reviewers
Dates: 6/1 – 6/8/23
STEP ACCESS: UA

Step 3: UA submits dossier to external reviewers
DATES: 6/9 – 8/11/23
STEP ACCESS: External Reviewer

Step 4: FIS uploads SPOT
DATES: 8/14 – 8/23/23
STEP ACCESS: FIS

Step 5: Candidate submission II
DATE: 8/24 - 9/7/23
STEP ACCESS: Candidate

Step 6: FIS team adds committee membership
DATES: 9/8 – 9/15/23
STEP ACCESS: FIS

Step 7: URC chair uploads recommendation to the UA
DATES: 9/18 – 10/19/23
STEP ACCESS: URC chair/members

Step 8: UA uploads recommendation to the CRC
DATES: 10/27 – 11/9/23
STEP ACCESS: UA

Step 9: CRC chair uploads recommendation to dean
DATES: 11/10 – 12/14/23
STEP ACCESS: CRC chair/membersnt

Step 10: Dean uploads recommendation to the provost
DATES: 12/15 – 1/11/24
STEP ACCESS: Dean, dean’s executive assistant

Step 11: Provost uploads recommendation to the president
DATES: 1/12 – 3/1/24
STEP ACCESS: Provost

Step 12: University promotion decision
DATES: 3/4 – 6/13/24
STEP ACCESS: President

Step 13: Dossier Archival
DATE: 6/17/24

Department Chair submit the VPAA 174 to Faculty Information Systems
Faculty.info@unt.edu
March 1, 2023

10/20/2022 rlh