Midterm and Mandatory 5th Year Tenure and Promotion Flowchart

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

**STEP 1:** Candidate submission  
DATES: 8/19 – 8/30/21  
STEP ACCESS: Candidate

**STEP 2:** FIS Team uploads SPOT data and committee membership  
DATES: 8/31 – 9/16/21  
STEP ACCESS: FIS Team

**STEP 3:** 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

**STEP 4:** UA uploads recommendation to the CRC  
DATES: 10/15 – 11/11/21  
STEP ACCESS: UA

**STEP 5:** CRC chair uploads recommendation to dean  
DATES: 11/12 – 12/16/21  
STEP ACCESS: CRC chair/members

**STEP 6:** Dean uploads recommendation to the provost  
DATES: 12/17 – 1/13/22  
STEP ACCESS: Dean, dean’s executive assistant

**STEP 7:** Provost uploads recommendation to the provost  
DATES: 1/14 – 3/1/22  
STEP ACCESS: Provost, provost’s executive assistant

**STEP 8:** University reappointment decision  
DATES: 3/2 – 6/16/22  
STEP ACCESS: President

**STEP 9:** Dossier Archival  
DATE: 6/17/22

1/19/2021