Non-tenured Faculty Promotion Flowchart

**STEP 1**: Candidate submission  
DATES: 8/17 – 8/30/20  
STEP ACCESS: Candidate

**STEP 2**: FIS Team uploads SPOT data and committee membership  
DATES: 9/1 – 9/15/20  
STEP ACCESS: FIS Team

**STEP 3**: URC chair uploads recommendation to the UA  
DATES: 9/16 – 10/15/20  
STEP ACCESS: URC chair/members

**STEP 4**: UA uploads recommendation to the CRC  
DATES: 10/16 – 11/15/20  
STEP ACCESS: UA

**STEP 5**: CRC chair uploads recommendation to dean  
DATES: 11/16 – 12/15/20  
STEP ACCESS: CRC chair/members

**STEP 6**: Dean uploads final promotion decision letter  
DATES: 12/16 – 1/15/21  
STEP ACCESS: Dean, dean’s executive assistant

**STEP 7**: Dossier Archival  
DATE: 1/16/21

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