Professional Faculty Promotion Flowchart

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

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

STEP 1: Candidate submission
DATES: 8/17 – 8/31/23
STEP ACCESS: Candidate

STEP 2: FIS Team uploads SPOT data and committee membership
DATES: 9/1 – 9/14/23
STEP ACCESS: FIS Team

STEP 3: URC chair uploads recommendation to the UA
DATES: 9/15 – 10/12/23
STEP ACCESS: URC chair/members

STEP 4: UA uploads recommendation to the CRC
DATES: 10/13 – 10/09/23
STEP ACCESS: UA

STEP 5: CRC chair uploads recommendation to dean
DATES: 11/10 – 12/14/23
STEP ACCESS: CRC chair/members

STEP 6: Dean uploads final promotion decision letter
DATES: 12/15 – 1/11/24
STEP ACCESS: Dean, dean’s executive assistant

STEP 7: Dossier Archival
DATE: 1/14/24

5/16/2023 rlh