Midterm Year Tenure and Promotion Flowchart

**Step 1:** Candidate submission  
DATES: 8/23–9/05/2024  
STEP ACCESS: Candidate

**Step 2:** FIS Team uploads SPOT data and committee membership  
DATES: 9/06–9/12/2024  
STEP ACCESS: FIS Team

**Step 3:** Eligible faculty review dossiers  
DATES: 9/13–9/26/2024  
STEP ACCESS: Eligible Faculty

**Step 4:** URC chair uploads recommendation  
DATES: 9/27–10/24/2024  
STEP ACCESS: URC chair and members

**Step 5:** UA uploads recommendation to the CRC  
DATES: 10/25–11/07/2024  
STEP ACCESS: UA

**Step 6:** CRC chair uploads recommendation to dean  
DATES: 11/08–12/12/2024  
STEP ACCESS: CRC chair/members

**Step 7:** Dean uploads recommendation to the provost  
DATES: 12/13–1/09/2025  
STEP ACCESS: Dean

**Step 8:** Provost uploads recommendation to the president  
DATES: 1/10–3/13/2025  
STEP ACCESS: Provost

**Step 9:** University reappointment decision  
DATES: 3/14–6/12/2025  
STEP ACCESS: President

**Step 10:** Dossier Archival  
DATE: 6/13/2025

**Acronym Key:**

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