

UNIVERSITY COLLEGE TIMELINE: **TEACHING LINE FACULTY PROMOTION PRE-REVIEW TIMELINE**

FALL SEMESTER

Fall Conference with Discipline Coordinator: Faculty discuss possible candidacy for pre-review.

Candidate works on materials for pre-review in collaboration with Discipline Coordinator

SPRING SEMESTER

February Faculty Evaluation Meeting with DAA/CAO: Faculty discuss with DAA/CAO preliminary review for promotion.

March: Faculty member submits internal review materials to DAA/CAO and/or Discipline Coordinator for pre-review.

April 1: Deadline for last day of submission of materials for pre-review for the next cycle.

April or earlier: Faculty materials sent by Discipline Coordinator to discipline reviewers for input.

April/May: Discipline reviews returned to Discipline Coordinator. Discipline Coordinator forwards review to the DAA/CAO.

May or later: Pre-review completed; DAA/CAO notifies faculty of approval/non approval to move forward.

Summer: If approved, faculty candidate works on dossier with DC and DAA.