

Faculty Review Process Calendar

August

UT Board of Regents reviews and approves P&T, effective Sept. 1.
Provost's Office notifies Dean's offices of outcome.

Aug. 1 Department Chairs begin uploading external review letters to SharePoint for P&T reviews (complete by Sept. 1)

September

Sept. 1 Deadline for Faculty to upload P&T documents to SharePoint

Sept. 1 Deadline for Departments to provide P&T DFRAC names to Provost's Office & upload external review letters and peer observations to SharePoint

Sept. 2-Nov. 15 Review of P&T cases via SharePoint (internal deadlines set by each college)

Sept. 10 Deadline for Colleges to provide P&T CFRAC names to Provost's Office

Sept. 10 Deadline for Colleges to provide D-CPER committee names to Provost's Office

Sept. 15 Deadline for Faculty to upload CPE documents to SharePoint

Sept. 16-Dec. 20 Review of CPE cases via SharePoint (internal deadlines set by each college)

October

Fall Workload Verification

November

Nov. 15 P&T materials due to Provost's Office

Nov. 15 Submit D-CPER and Chair's memos to respective deans; copy to faculty member

December

Digital Measures Workflow launches for Third Year Reviews

Dec. 15 Third Year Review DFRAC names due to Provost's Office

Dec. 20 CPE materials due to Provost's Office; College-level review begins (if needed)

January

Mid-Jan. Annual review process launches in Digital Measures Workflow

Jan. 15 Deadline for Faculty to submit Third Year Review documents (Digital Measures Workflow)

Jan. 16 TYR-FRAC review begins

Jan. 31 P&T decision letters distributed to colleges for delivery to faculty

February

Spring Workload Verification

CPE review process concludes

Mid-Feb. Faculty annual review submission deadline; Department Review Committee begins review

Feb. 1 Deadline to notify Provost's office of any emeritus applications

Feb. 1 Deadline for faculty to request early promotion & tenure review or promotion to full professor

Feb. 5 TYR-DFRAC memos due (Digital Measures Workflow)

Feb. 10 Deadline to upload emeritus documents to SharePoint

Feb. 11- Mar. 31 Review of emeritus cases via SharePoint (colleges set internal deadlines)

March

Mid-March	Department Review Committee deadline for annual reviews; Department Chair begins reviews
Mar. 1	Notifications sent to faculty of upcoming reviews in next academic year (P&T, CPE, TYR)
Mar. 25	TYR - FRAC and Department Chair's memos due to Deans

April

Mid-April	Department Chair deadline for annual reviews; Dean begins reviews
Apr. 1	Emeritus materials due to Provost's Office
Apr. 10	Third Year Review materials due to Provost's Office
Late spring	Deadline for faculty to provide 'faculty acknowledgement' of annual evaluation in Digital Measures Workflow

May

	SharePoint links sent out for P&T and CPE reviews
Mid-May	Dean deadline for annual reviews
May 1	Notification to faculty regarding non-reappointment
May 1	Emeritus decisions communicated
Late spring	Faculty scheduled for P&T reviews submit materials to department chair to send to external reviewers