M E M O R A N D U M

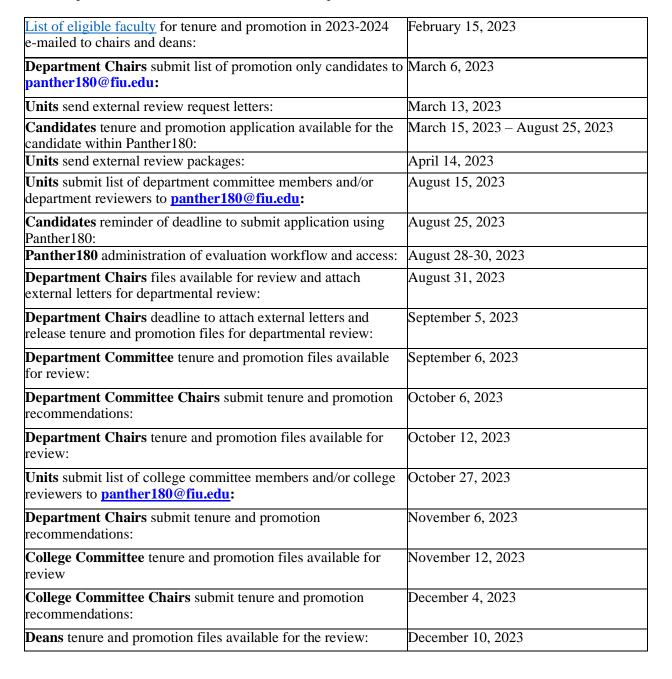**TO:** Deans and Chairs

FROM: Office of the Provost

DATE: January 6, 2023

SUBJECT: 2023-2024 Tenure and Promotion Schedule

The schedule for the 2023-2024 Tenure and Promotion process is outlined below:

To view previous Tenure and Promotion schedules please Click Here.

List of eligible faculty for tenure and promotion in 2023-2024 e-mailed to chairs and deans:	February 15, 2023
Department Chairs submit list of promotion only candidates to **panther180@fiu.edu**:	March 6, 2023
Units send external review request letters:	March 13, 2023
Candidates tenure and promotion application available for the candidate within Panther180:	March 15, 2023 – August 25, 2023
Units send external review packages:	April 14, 2023
Units submit list of department committee members and/or department reviewers to **panther180@fiu.edu**:	August 15, 2023
Candidates reminder of deadline to submit application using Panther180:	August 25, 2023
Panther180 administration of evaluation workflow and access:	August 28-30, 2023
Department Chairs files available for review and attach external letters for departmental review:	August 31, 2023
Department Chairs deadline to attach external letters and release tenure and promotion files for departmental review:	September 5, 2023
Department Committee tenure and promotion files available for review:	September 6, 2023
Department Committee Chairs submit tenure and promotion recommendations:	October 6, 2023
Department Chairs tenure and promotion files available for review:	October 12, 2023
Units submit list of college committee members and/or college reviewers to **panther180@fiu.edu**:	October 27, 2023
Department Chairs submit tenure and promotion recommendations:	November 6, 2023
College Committee tenure and promotion files available for review	November 12, 2023
College Committee Chairs submit tenure and promotion recommendations:	December 4, 2023
Deans tenure and promotion files available for the review:	December 10, 2023

Deans submit tenure and promotion recommendations:	January 19, 2024
Provost tenure and promotion files available for review:	January 25, 2024
Provost submits <u>tenure and promotion</u> recommendations ONLY:	**April 4, 2024***
President only <u>tenure and promotion</u> files available for review:	**April 5, 2024***
President submits <u>tenure and promotion</u> only recommendations:	**April 26, 2024***
Provost submits <u>promotion only</u> recommendations:	**May 2, 2024***
President <u>promotion only</u> files available for review:	**May 3, 2024***
President submits <u>promotion only</u> recommendations:	**June 3, 2024***
Board of Trustees submits tenure decisions:	June (TBD) 2024

Candidates and reviewers will access applications using Panther180 and will login with their FIU MyAccounts credentials. Once a letter of evaluation is submitted, the candidate has 5 calendar days to submit a rebuttal (should they choose to do so). These five days are automatically allocated and cannot be bypassed once the process has been initiated. Once five days have passed since the submission of the letter, the file will then progress to the next stage of review. Please note that all submission deadlines should be followed unless otherwise communicated.

*Date is subject to change depending on the volume of applications.