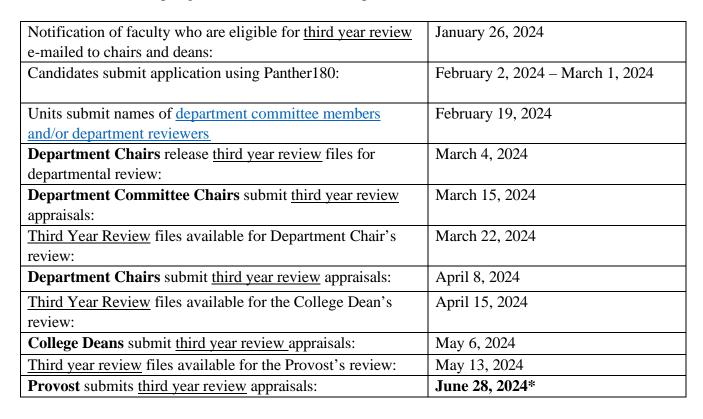# M E M O R A N D U M

TO: Deans and Chairs

FROM: Office of the Provost

DATE: January 15, 2024

SUBJECT: Spring 2024 Third Year Review

The schedule for the Spring 2024 Third Year Review process is outlined below:

Notification of faculty who are eligible for third year review e-mailed to chairs and deans:	January 26, 2024
Candidates submit application using Panther180:	February 2, 2024 – March 1, 2024
Units submit names of department committee members and/or department reviewers	February 19, 2024
Department Chairs release third year review files for departmental review:	March 4, 2024
Department Committee Chairs submit third year review appraisals:	March 15, 2024
Third Year Review files available for Department Chair's review:	March 22, 2024
Department Chairs submit third year review appraisals:	April 8, 2024
Third Year Review files available for the College Dean's review:	April 15, 2024
College Deans submit third year review appraisals:	May 6, 2024
Third year review files available for the Provost's review:	May 13, 2024
Provost submits third year review appraisals:	**June 28, 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.