

# MEMORANDUM



TO: Deans and Chairs  
 FROM: Office of the Provost  
 DATE: February 5, 2020  
 SUBJECT: 2020-2021 Tenure and Promotion Schedule

The schedule for the 2020-2021 Tenure and Promotion process is outlined below:

List of eligible faculty for tenure and promotion in 2020-2021 e-mailed to chairs and deans:	February 7, 2020
<b>Department Chairs</b> submit list of promotion only candidates to <a href="mailto:panther180@fiu.edu">panther180@fiu.edu</a> :	March 2, 2020
<b>Units</b> send external review request letters:	March 2, 2020
<b>Candidates</b> submit application using Panther180:	March 11, 2020 – August 28, 2020
Units send external review packages:	April 1, 2020
Units submit list of department committee members and/or department reviewers to <a href="mailto:panther180@fiu.edu">panther180@fiu.edu</a> :	August 21, 2020
<b>Department Chairs</b> attach external letters and release tenure and promotion files for departmental review:	September 2, 2020
<b>Department Committee Chairs</b> submit tenure and promotion recommendations:	October 12, 2020
<u>Tenure and promotion</u> files available for Department Chair's review:	October 17, 2020
Units submit list of college committee members and/or college reviewers to <a href="mailto:panther180@fiu.edu">panther180@fiu.edu</a> :	October 28, 2020
<b>Department Chairs</b> submit tenure and promotion recommendations:	November 4, 2020
Tenure and promotion files available for the College Committee's review:	November 10, 2020
<b>College Committee chairs</b> submit tenure and promotion recommendations:	December 7, 2020
Tenure and promotion files available for the College Dean's review:	December 12, 2020
<b>Deans</b> submit tenure and promotion recommendations:	January 19, 2021
Tenure and promotion files available for the Provost's review:	January 25, 2021
<b>Provost</b> submits tenure and promotion recommendations:	<b>April 5, 2021*</b>
Tenure and promotion files available for the President's review:	April 10, 2021
<b>President</b> submits tenure and promotion recommendations:	<b>April 26, 2021*</b>

<b>Provost</b> submits promotion only recommendations:	<b>May 3, 2021*</b>
Promotion only files available for the President's review:	May 8, 2021
<b>President</b> submits promotion only recommendations:	<b>June 1, 2021*</b>
<b>Board of Trustees</b> submits tenure decisions:	June, 2021 (TBD)

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.**