

Augusta University 2020-2021

Promotion and Tenure Review Timeline and Process

March 16, 2020	College/Department Notify Faculty Members Eligible for Promotion and/or Tenure Review in FY21 Faculty members will be notified, in writing, by his/her Dean (with cc to the Department Chair and other administrators related to the faculty member's appointment) of his/her eligibility for Promotion and/or Tenure Review for the 2020-2021 review cycle. Each candidate should be provided with a copy of or the link to the approved college P&T calendar, the AU P&T Guidelines, and the appropriate college and department P&T guidelines.
August 14, 2020	Candidate must inform of intent to apply Candidate for tenure and/or promotion must inform the Dean, Associate Dean, and the Chair of the HCOB Faculty Assembly of intent to apply. Chair of HCOB P&T Committee must notify the candidate(s) of the deadline for submitting portfolio and request contact information for letters of recommendation for the candidate(s).
September 11, 2020	Candidate must submit completed portfolio to Chair of the HCOB P&T Committee
October 2, 2020	HCOB P&T Committee makes recommendations and submits portfolio(s) to the Dean
October 16, 2020	Promotion and Tenure Portfolios to the University P & T Committee Dean/Director submits the approved portfolios to the University P&T Committee to begin its review. The portfolios will be uploaded into a Box folder provided to the Dean's Office representative.
November 16, 2020	Promotion and Tenure Portfolios and Appeals to the Associate Provost for Faculty Affairs The University P&T committee submits its recommendations to the Associate Provost.
December 7, 2020	Promotion and Tenure Portfolios and Appeals to the Executive Vice President for Academic Affairs & Provost The Associate Provost for Faculty Affairs submits the portfolios and recommendations to the Executive Vice President for Academic Affairs & Provost for review and decision with the President.
February 5, 2021	Promotion & Tenure Decision Letters Distributed Approval letters from the Executive Vice President for Academic Affairs & Provost are distributed to the faculty member, with cc to Dean/Director; Department Chair; Associate Provost for Faculty Affairs; Manager, HR-Faculty Support Services; and other administrators related to the faculty member's appointment.
February 26, 2021	USG Extract – Preparation of Report to the Board of Regents