AUGUSTA UNIVERSITY
SCHOOL OF COMPUTER AND CYBER SCIENCES

2022-2023 Promotion and Tenure Review Timeline

March 1, 2022

2022-2023 Promotion and Tenure Review Cycle Begins
The Office of Faculty Affairs notifies each Dean/Director that the Promotion and Tenure Review Timeline has been posted to the University P&T website at:
www.augusta.edu/hr/faculty-support-ser/procedures/promotionandtenure.php.

March 1, 2022

Eligibility Lists for Promotion and Tenure are Distributed
The Office of Faculty Affairs provides Deans/Directors with lists of faculty who are eligible for promotion and/or tenure review.

March 11, 2022

College Promotion and Tenure Guidelines & Calendar Due
Dean/Director submits their current college P&T review guidelines and calendar to the Associate Provost for Faculty Affairs (APFA) for posting to the University P&T website (see link above).

March 31, 2022

Notify Faculty Eligible for Promotion and/or Tenure
Faculty members will be notified, in writing, by the Dean that they are eligible for Promotion and/or Tenure Review in the current cycle. Each candidate should be provided with copies of, or links to, the approved college P&T calendar, the university P&T guidelines, and the college P&T guidelines.

August 5, 2022

Portfolios due to the School Promotion and Tenure Committee
   (a) Candidates for promotion and/or tenure submit portfolios to the SCCS P&T committee.
   (b)

September 2, 2022

Promotion and Tenure Recommendation(s) to Dean
SCCS P&T Committee makes recommendations and submits portfolio(s) to the Dean.

October 1, 2022

Recommendation(s) from the Dean
Review all complete portfolios, make a decision on each faculty member, and write letter to the University P&T committee chair.

October 14, 2022

P&T Portfolios are due to the University P&T Committee
Dean/Director submits portfolios to a designated Box folder (provided to the Dean's Office representative) for the University P&T Committee to review.

November 11, 2022

P&T Portfolios and Appeals are due to the Associate Provost for Faculty Affairs
The University P&T committee submits its recommendations to the APFA.

December 5, 2022

P&T Portfolios and Appeals are due to the EVP for Academic Affairs & Provost
The APFA submits portfolios and recommendations to the EVP for Academic Affairs & Provost for review and decision with the President.

February 3, 2023

P&T Decision Letters are Distributed
Promotion and Tenure award letters from the Executive Vice President for Academic Affairs & Provost are distributed to each faculty member.

February 28, 2023

USG Extract is Prepared
Human Resources prepares Report to the Board of Regents

2022-2023 Pre-Tenure and Post-Tenure Review Timeline

March 31, 2022

Notification of Tenure Extension Decision to Tenure-Track Faculty in 2nd Year
The Office of Faculty Affairs notifies Tenure-Track faculty in their second year of their option to extend their tenure clock by one year.

July 15, 2022

College Pre- and Post-Tenure Review Guidelines & Calendar Due
Dean/Director submits their current college pre-tenure and post-tenure review guidelines and calendar to the Associate Provost for Faculty Affairs (APFA) for posting to the University P&T website at: www.augusta.edu/hr/faculty-support-ser/procedures/promotionandtenure.php.

August 1, 2022

Eligibility Lists for Pre- and Post-Tenure Review are Distributed
The Office of Faculty Affairs provides Deans/Directors with lists of faculty due to undergo pre-tenure or post-tenure review.

August 30, 2022

Notification to Faculty Members Due for Pre- and Post-Tenure Review
Faculty members will be notified, in writing, that they are due for pre- or post-tenure review in the coming spring. Each candidate should be provided with copies of, or links to, the relevant AU policy and appropriate college and/or department guidelines. Notifications for pre-tenure review come from the Dean; notifications for post-tenure review come from the APFA.

September 30, 2022

Pre- and Post-Tenure Review Portfolios for Faculty with 2 Years Credit Towards Tenure due to the Review Committee
P&T Committee makes recommendations and submits portfolio(s) to the Dean.
Other Pre-Tenure faculty Review Portfolios due to SCCS P&T Committee
P&T Committee makes recommendations and submits portfolio(s) to the Dean

October 29, 2022

Pre- and Post-Tenure Recommendations for Faculty with 2 Years Credit Towards Tenure due to the Dean
Faculty members with 2 years of credit towards tenure submit their portfolios to the review committee to initiate the review.
Other Pre-Tenure faculty Recommendations from P&T Committee due to the Dean
P&T Committee makes recommendations and submits portfolio(s) to the Dean

November 18, 2022

Recommendation (s) from the Dean
Review all complete portfolios, make a decision on each faculty member, and write letter to the APFA.

December 2, 2022

Pre- and Post-Tenure Reports for Faculty with 2 Years Credit due to the Associate Provost for Faculty Affairs
Dean submits pre- and post-tenure reports to the APFA for faculty members with 2 years of credit towards tenure. These reports and portfolios are uploaded to a Box folder provided to the Dean's Office representative. The APFA shares these reports with the EVP for Academic Affairs & Provost.

January 13, 2023

Pre- and Post-Tenure Review Portfolios due to the Departmental Review Committee
All other eligible faculty members submit their portfolios to the review committee to

initiate the review.

	Pre-Tenure or Post-Tenure Recommendations to the Dean Promotion and tenure Committee makes recommendations and submits portfolio(s) to the Dean.
	Recommendation (s) from the Dean Review all complete portfolios, make a decision on each faculty member, and write letter to the APFA.
April 14, 2023	**Pre- and Post-Tenure Reports due to the Associate Provost for Faculty Affairs** Dean/Director submits pre- and post-tenure reports to the APFA. These reports and portfolios are uploaded to a Box folder provided to the Dean's Office representative. The APFA shares these reports with the EVP for Academic Affairs & Provost.