



# AUGUSTA UNIVERSITY

## 2023-2024 Promotion and Tenure Review Timeline

<b>February 21, 2023</b>	<b>2023-2024 Promotion and Tenure Review Cycle Begins</b>  <b>Eligibility Lists for Promotion and Tenure are Distributed</b> The Office of Faculty Affairs provides Deans/Directors with lists of faculty who are eligible for promotion and/or tenure review.
<b>*March 10, 2023</b>	<b>College/Department Notifies Faculty Eligible for Promotion and/or Tenure</b> Faculty members will be notified, in writing, by their Dean (with cc to the Department Chair and other administrators related to the faculty member's appointment) that they are eligible for promotion and/or tenure review in the current cycle.  Revised AU P&T guidelines and calendar available for colleges to begin revisions of college P&T guidelines
<b>*March 27, 2023</b>	<b>College P&amp;T Guidelines &amp; Calendar Due</b> Dean/Director submits current college P&T guidelines and calendar to OFA.
<b>*April 17, 2023</b>	<b>College P&amp;T Guidelines &amp; Calendar Posted to the University P&amp;T Website</b> See link above. <i>Each candidate should be provided with copies or links to the 1) approved college P&amp;T guidelines and calendar and 2) university P&amp;T guidelines and calendar.</i>
<b>REFER TO COLLEGE-SPECIFIC REVIEW STEPS AND DEADLINES</b>	
<b>September 29 - October 6, 2023</b>	<b>P&amp;T Portfolios (full-time faculty) are uploaded to a designated Box folder</b> Dean/Director submits portfolios to a designated Box folder (provided to the Dean's Office representative) for the University P&T Committee to review.
<b>October 13, 2023</b>	<b>P&amp;T Portfolios are due to the University P&amp;T Committee</b>
<b>November 10, 2023</b>	<b>P&amp;T Portfolios and Appeals are due to the Associate Provost for Faculty Affairs</b> The University P&T committee submits recommendations to the APFA.
<b>December 4, 2023</b>	<b>P&amp;T Portfolios and Appeals are due to the EVP for Academic Affairs &amp; Provost</b> The APFA submits portfolios and recommendations to the EVP for Academic Affairs & Provost for review and decision with the President.
<b>February 2, 2024</b>	<b>P&amp;T Decision Letters are Distributed</b> P&T award letters from the Executive Vice President for Academic Affairs & Provost are distributed to each faculty member.
<b>February 29, 2024</b>	<b>USG Extract is Prepared</b> Human Resources prepares Report to the Board of Regents

**\*Disclaimer: These proposed dates may be adjusted if needed during the implementation phase.**

**Revised 4/7/2023**