

College of Behavioral and Community Sciences
 Promotion and Tenure Timetable Guidelines for Tenure Earning Faculty,
 Research Faculty, Research Associates, and Instructors (see below)*
2019 - 2020

Please note that not all of the steps are required for each path. Please review the promotion and/or tenure document for steps that are relevant to your path.

<http://intra.cbcs.usf.edu/TenurePromotion/>

Tenure line faculty submit applications in Archivum. Research faculty and Instructors use the application available on the CBCS Tenure & Promotion website.

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	Due Date
Names, brief bio-sketches, current CVs of potential external reviewers due from Chairs to Dean	No later than April 19, 2019
Chairs send out external review letters	Following approval by Dean
External review letters due to Chairs	By Aug 12, 2019
Chairs add their sections in Teaching and Research	Aug 13 – August 30, 2019
Department Review Begins	Sept. 2, 2019
Departmental vote (for tenure aps only)By Sept 16, 2019
Departmental committees meet & evaluate	Sept. 17 – Oct. 7, 2019
Department chair review	Oct. 8 – Oct. 25, 2019
Applications due in Dean's Office	Oct. 28, 2019
College Committee Review and Evaluation	Oct. 30 – Nov. 22, 2019
Dean's Evaluation	Nov. 25 – Dec. 20, 2019
Candidates review evaluative comments (10 working days required)	Dec. 21, 2018 – Jan. 10, 2020
Tenure line faculty applications due in Provost's Office	TBD

Timeline for Instructors*

Applications due to Chair	August 12, 2019
Chairs input their sections for teaching/other if applicable	August 13 – Sept. 13, 2019
Packets ready for departmental review	Sept. 16, 2019
Departmental committees meet & evaluate	Sept. 17 – Oct. 7, 2019
Department chair review	Oct. 8 – Oct. 25, 2019
Applications due in Dean's Office	Oct. 28, 2019
College Committee Review and Evaluation	Oct. 29 – Nov. 22, 2019
Dean's Evaluation	Nov. 25, 2018 – Jan. 13, 2020
Candidates final review of evaluative comments	Jan. 16 – Jan. 30, 2020