

## 2024-2025 PROMOTION TO FULL REVIEW TIMELINES

*Dates below are approximate  
(personnel action deadlines are normally published annually in late May)*

Due date set in the department	<b>Candidate</b> submits materials through APWS for external referees to review (personal statement, CV, publications)
October 15, 2024	<b>Candidate</b> submits remaining materials for the basic file through APWS to the dept. chair/head
December 15, 2024	<b>Department Personnel Committee (DPC)</b> must advance their recommendations to the dept. chair/head through APWS
February 1, 2025	<b>Department Chair/Head</b> must advance their recommendations to the CPC/SPC through APWS
April 1, 2025	<b>College/School Personnel Committee</b> must advance their recommendations to the Dean through APWS
June 1, 2025	<b>Deans</b> must advance their recommendations to the Provost through APWS
July 15, 2025 or within 45 days of receipt of Dean's recommendation, whichever is later	<b>Provost</b> must notify candidate of the decision

Unlike promotions associated with tenure which proceed from the campus to the President's office and Board of Trustees, final decisions for promotion to full professor rest with the Provost.

If successful, you can expect your promotion and raise (currently \$14,700) to become effective September 1<sup>st</sup> following your review.