

**MIDTERM TENURE REVIEW**  
**Timetable**

<i>Step</i>	<i>Signatures and Dates</i>	
1. Candidate submits Midterm Tenure Review Dossier to Department Tenure Committee	_____	_____
	Candidate	Date
Deadline: March 1 (September 30 in fall)	_____	_____
	Tenure Committee Chair	Date
2. Department Tenure Committee has formal meeting with Candidate	_____	_____
	Candidate	Date
Deadline: As soon as possible after the review of the dossier by the Department Tenure Committee	_____	_____
	Tenure Committee Chair	Date
3. Department Tenure Committee completes its report and recommendation and forwards them, along with dossier and material from earlier tenure reviews, to appropriate Dean	_____	_____
Deadline: April 1 (November 1 in fall)	Tenure Committee Chair	Date
4. Committee of Academic Deans completes its own report and recommendation; on behalf of COAD, appropriate Dean forwards them, along with other relevant materials, to the Provost & Academic Vice President	_____	_____
Deadline: May 1 (December 1 in fall)	Dean	Date
5. Provost & Academic Vice President makes decision regarding Midterm Tenure Review and informs the Candidate, Department, Department Tenure Committee, and appropriate Dean of that decision	_____	_____
Deadline: By the end of the academic year (by end of fall semester in fall)	Provost & Academic Vice President / Date	
6. On behalf of COAD, appropriate Dean communicates to the Candidate who is continuing on the faculty, as well as to Department Tenure Committee, any areas of concern and suggestions for improvement	_____	_____
Deadline: By the end of the academic year (by end of fall semester in fall)	Dean	Date