

**Charles E. Schmidt College of Science  
2024-2025 Promotion and Tenure Timeline**

The complete ePortfolio, with external letters of recommendation is to be submitted and routed to the Department Chair by:	Friday, September 20, 2024
The Department's review and recommendation letter will be completed and shared with faculty by:	Friday, October 4, 2024
Faculty member can review and respond to the Department's recommendation by:	Friday, October 11, 2024
The Chair's review and recommendation letter will be completed and shared with faculty by:	Friday, October 18, 2024
Faculty member can review and respond to the Chair's recommendation by:	Friday, October 25, 2024
The College P&T Committee's review and recommendation letter will be completed and shared with faculty member by:	Friday, November 15, 2024
Faculty member can review and respond to the College P&T Committee's recommendation by:	Friday, November 22, 2024
Dean's letter is completed and shared with faculty member by:	Monday, December 2, 2024
Faculty member can review and respond to the Dean's recommendation by:	Wednesday, December 11, 2024

**University P&T Administration Timeline**

ePortfolios sent forward for review by the University Promotion and Tenure Committee by:	Friday, December 13, 2024
University Promotion and Tenure Committee recommendations to the Provost by:	March 2025
Provost Recommendations to the President by:	April 2025
President certifies to the FAU BOT that all procedures in University Regulation 5.006 (Tenure Procedures) have been followed.	
Letters will be sent to candidates notifying them of the final decision by:	May 2025

**Non-Tenure Earning (NTE) ePortfolios will follow the same timeline as P&T, however, the NTE ePortfolios are due to the Provost by Friday, January 10, 2025.**

### 3<sup>rd</sup> Year Review ePortfolios

The complete ePortfolio is to be submitted and routed to the Department Chair by:

Friday, September 6, 2024

The Department's review and recommendation letter will be completed and shared with faculty by:

Friday, September 20, 2024

Faculty member can review and respond to the Department's recommendation until:

Friday, September 27, 2024

The Chair's review and recommendation letter will be completed and shared with faculty by:

Friday, October 11, 2024

Faculty member can review and respond to the Chair's recommendation until:

Friday, October 18, 2024

The College P&T Committee's review and recommendation letter will be completed and shared with faculty member by:

Friday, November 8, 2024

Faculty member can review and respond to the College P&T Committee's recommendation until:

Friday, November 15, 2024

Dean's letter is completed and shared with faculty by:

Friday, January 5, 2025

**If necessary, a meeting will be scheduled with the Dean, Chair, and faculty member to discuss 3<sup>rd</sup> year review.**