

College of Engineering
University of South Alabama
Summary of Tenure and Promotion Timeline

Any date falling on a weekend or a University holiday is understood to represent close of business on the nearest prior working day.

- June 15** The Dean notifies eligible faculty members, their chairs and the College Promotion and Tenure Committee of eligibility for promotion or tenure review.
- July 15** Eligible faculty members notify the _____ office of their intent to apply for promotion and/or tenure. Faculty in the terminal year of their probationary period must be evaluated for tenure in accordance with the procedures outlined in the Faculty Handbook.
- August 25** Eligible faculty members who are applying for promotion and/or tenure submit to the Department Chair a list of suggested external referees and also their curriculum vitae including a list of all relevant publications. The Department Chair sends a copy of the curriculum vitae to the Chair of the Department Promotion and/or Tenure Committee to be used by that Committee in its own selection of external referees. This curriculum vitae is also subsequently sent to the selected external referees but does not become part of the
- Sept 1** The

Jan 17-22

The Dean checks that all required materials are present and in order. If not, the Dean requests