

**Listed are important dates for the 23-24 Promotion and Tenure Cycle:**

- **July 14<sup>th</sup>** - DEO notifies faculty for the need of Dossier
- **August 18<sup>th</sup>** - (this date may be earlier at the discretion of the Department) – Candidate notifies DEO of intent to submit materials for consideration of promotion
- **August/September** – Department notifies the Office of Faculty Affairs and Development of the 2023-2024 promotion candidates
- **September 6<sup>th</sup>** - (this date may be earlier at the discretion of the Department) – Dossier due from Faculty member to DEO
- **During September** - (this date may be earlier at the discretion of the Department) – DEO appoints Internal Peer Review Committee
- **September/October** - Review Committee meets for consideration of dossiers; submits report to DEO and candidate
- **October/November** - Information presented to departmental Consulting or Peer Review Group; the group meets, votes, and submits report to candidate
- **November 15<sup>th</sup>** - Complete dossier due to Dean's Office, submitted through [online Promotion and Tenure Website](#) along with the cover sheet submitted in FRAP recommending promotion.

Please use the following link to access the Promotion and Tenure Resources for Departmental and HR Administrators: <https://medicine.uiowa.edu/facultyaffairs/faculty-hr-administration/promotion-and-tenure-hr-administrators>

Please feel free to contact Cindy Bohling ([cynthia-bohling@uiowa.edu](mailto:cynthia-bohling@uiowa.edu) or 319-335-8067) with any questions or concerns.