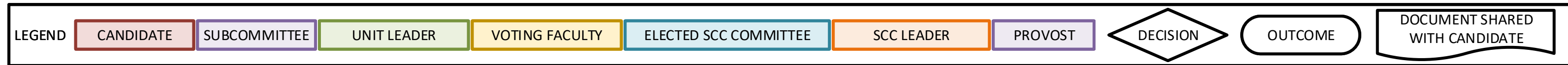
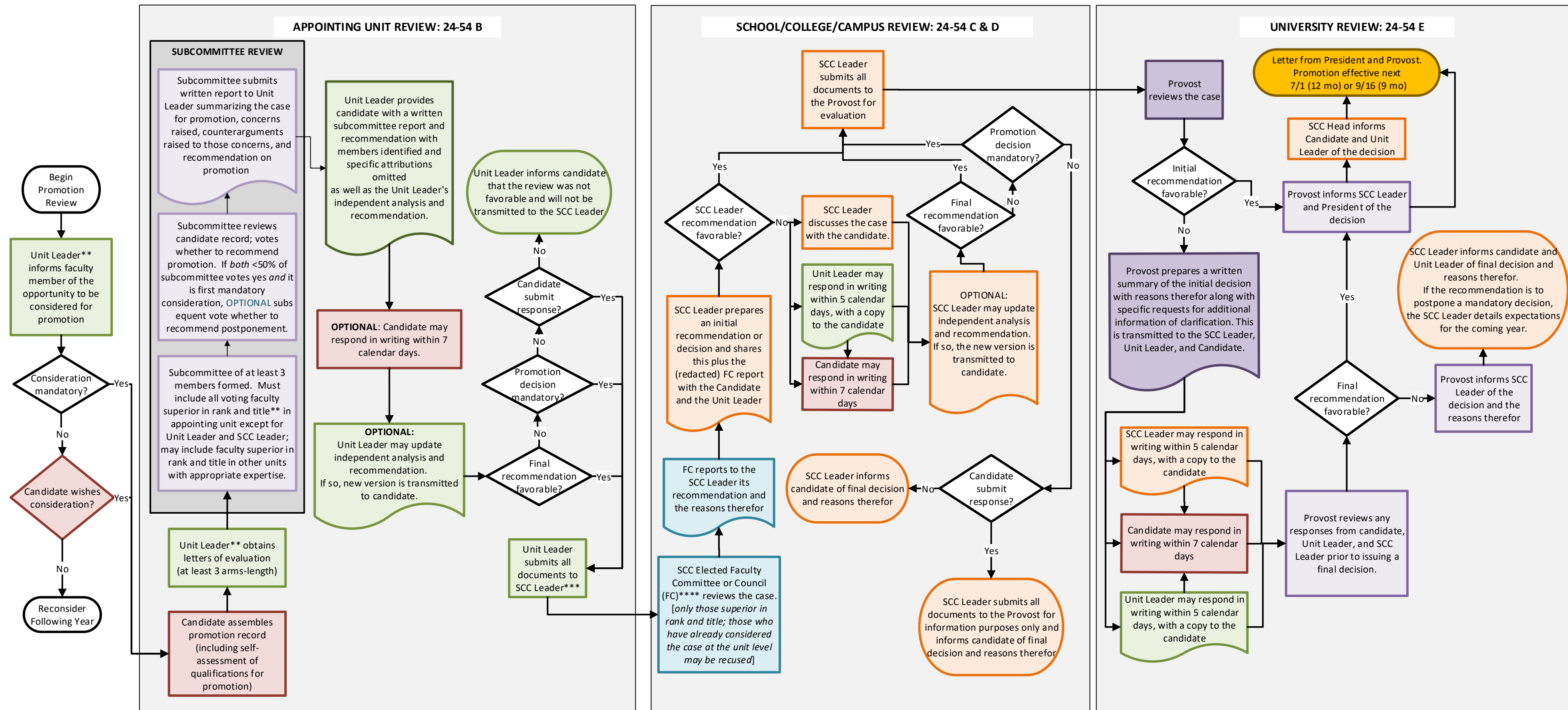


PROMOTION FLOW CHART FOR APPOINTING UNITS WITH < 3 ELIGIBLE VOTING FACULTY*



NOTE: At any time prior to the Provost issuing a final decision, the candidate may withdraw from consideration or submit a factual correction.

Last Update September 10, 2024



* See Faculty Code 21-32 for who is eligible to vote in a particular case. Provost guidance says the Unit Leader (and SCC Leader, if in that unit) is not considered in the count of eligible faculty, as they contribute independent analysis.

**Unit Leader = Executive officer of the appointing unit (Department Chair, School Director, Campus Dean). In case of conflict of interest, the SCC Leader designates an acting Unit Leader for the case. Referred to as "chair" in Faculty Code 24-54.

***SCC Leader = Executive officer of the school, college, or campus (Dean, Chancellor) or their designee. Referred to as "dean" in Faculty Code 24-54.

****FC = Elected SCC-level faculty committee or council which advises the SCC Leader on promotion and tenure. In some SCCs, there is a single Elected Faculty Council, while in others the elected council advising the SCC Leader on budgets and other issues is separate from that advising on appointments, promotion and tenure.

NOTE: The Faculty Code ascribes a dual role to SCC Leaders in undepartmentalized schools and colleges. Best practice is for the SCC Leader to designate an acting Unit Leader for the appointing unit portion of the review so there are two independent assessments.

NOTE: There is no provision in the faculty code for appointing units that have further subdivisions. If an appointing unit chooses to have an additional review at the subdivision level, any documents generated should be shared with the candidate with a 7 day response window in a similar manner to the Appointing Unit Review steps. If that subdivision has fewer than 3 eligible faculty, it should use the subcommittee structure in the first box of this flowchart. Best practice has the faculty summary written by someone other than the Appointing-Unit Leader.