2023-2024 COE P & T Schedule

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| 1 | Friday, July 21, 4:30pm | External Reviewer letters are due to Department Chairs |
| 2 | Friday, August 18, 4:30pm | Folders are closed to P & T faculty at 4:30pm. |
| 3 | Friday, August 18, 4:30pm | Folders are opened to Department Chairs to upload external reviewer letters to P&T faculty folders **until Monday, August 28 at 12pm.** |
| 4 | Monday, August 28, 12pm | Folders will be closed to Department Chairs. |
| 5 | Monday, August 28, 12pm | Folders will be opened to P & T Department Committee Members to review **until Friday, September 22 at 12pm.** |
| 6 | Friday, September 22, 12pm | Folders will be closed to the P &T Department Committee Members. |
| 7 | Friday, September 22, 12pm | Folders will be opened to Department Chairs for their reviews **until Friday, October 13 at 12pm.** |
| 8 | Friday, October 13, 12pm | Folders will be closed to Department Chairs. |
| 9 | Friday, October 13, 12pm | Folders will be opened to P&T COE College Committee Members to review **until Tuesday, November 7 at 4:30pm.** |
| 10 | Tuesday, November 7, 4:30pm | Folders will be closed to P&T COE College Committee Members. |
| 11 | Tuesday, November 7, 4:30pm | Folders will be opened to Dean Hill-Clarke to review **until Wednesday, November 29 at 4:30 pm.** |
| 12 | **Thursday, November 30, 4:30pm** | **All P & T folders submitted to the Office of the Provost by Thursday, November 30 at 4:30 p.m.** |
| 13 | December 7-8 | Dean Hill-Clarke will meet with faculty up for promotion and/or tenure December 7-8. |