Department of Radiology RPT timetable for candidates

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| June 1   | HP and FT faculty, *candidate* *provides written/email notification* to chair and/or director of upcoming promotion application.    Tenure system (TS) faculty: will be notified by the department. TS candidates seeking early promotion are required to provide written notification to the chair.  Please copy jslade@msu.edu and jollifft@msu.edu |
| June 16  | For promotions, the candidate submits:1. A list of a minimum of six referees. Additional details to follow. Reappointments do not require letters of reference.
2. Effort across roles (Promotion Form Section II).

Submit to Teams Folder and notify jslade@msu.edu and jollifft@msu.edu |
| July 16  | For promotions, the candidate uploads the following materials to be sent to referees:1. CV
2. Reflective essay
3. Scholarly samples (as desired)
4. Covid-19 statement (as desired)
5. Teaching statement / evidence (as desired); recommended for primary teaching assignment role.
6. Updated faculty profile for department website

SUBMIT EARLIER IF YOU WANT FEEDBACK. Submit to Teams Folder and notify jslade@msu.edu and jollifft@msu.edu |
| Oct 1  | Candidate’s complete packet with form on progress and excellence, academic portfolio, reflective essay, due to the department.  Submit to Teams Folder and notify jslade@msu.edu and jollifft@msu.edu. |
| Oct-Dec  | Department-level reviews  |
| Jan-Feb  | College-level reviews  |
| Mar-Apr  | Provost review  |
| May  | Notification of provost decision  |
| June-July  | Board of Trustees final approval for TS decisions on promotion and tenure  |