Institute of Food and Agricultural Sciences
University of Florida

Timeline

Tenure and Permanent Status Progress Assessment

The 2006 timeline for the process is as follows:

By Early April:
IFAS Office of Human Resources sends transmittal letter with list of faculty for whom an assessment is required, IFAS guidelines, and timeline to unit administrators

By Mid-April:
Unit administrators to notify affected faculty that a tenure or permanent status assessment is required

Early June (Internal deadline date to be set by unit leader)
Packets due in unit leader’s office

July 10:
Packets due in IFAS Office of Human Resources

Week July 17:
Packets distributed to IFAS Tenure and Permanent Status Assessment Progress Committee

Week of August 14:
Committee meets to discuss packets

Late August:
Packets distributed to Deans with committee comments
Deans meet to review and discuss packets and prepare assessment of each faculty member’s progress

Week of September 18:
Deans’ Offices make copies of appropriate documents and delivers reviewed packets to unit administrators
Deans return packets to IFAS Office of Human Resources with the finalized assessment letters for filing

Week of September 18:
Unit administrators return packets with all assessment letters to faculty members