

Midterm Review – Tenure Track & APT Faculty
2018-2019 Timeline
September 2019 – May 2020



Due Date	Action
September 27, 2019	Department Heads: Provide a list of upcoming candidates to Associate Dean for Faculty Affairs to Jaime Andres: jandres@tamu.edu
October 31, 2019	Department Heads in consultation with the P&T Committee Members and/or Program area Head: <ul style="list-style-type: none"> • Select external reviewers (It is recommended that an equal number of letters be solicited from the candidates and department list) • IMPORTANT: Candidates should not contact potential external reviewers directly to inquire about their willingness to write a letter • Send midterm review dossiers to external reviewers
January 31, 2020	Department Heads: Collect external review letters (Tenure Track 5-7 letters minimum)
February 21, 2020	Department Review Committee: Review candidate's materials and provide reports (teaching, research, and service) and recommendation (4 letters in total)
March 9, 2020	Departments submit PDF of Dossier and other required forms to the Assoc. Dean for Faculty Affairs for initial review (Use submission guidelines from the college)
March 9 – 20, 2020	Faculty Affairs Office: Reviews dossiers for compliance with 2019-20 University T&P Guidelines ; returns to Departments to make corrections
March 20, 2020	Corrected Candidate's materials available for review by college review committee
April 6, 2020	College Review Committee: Submits committee letters reporting vote, recommendation and rationale to Associate Dean for Faculty Affairs.
April 30, 2020	College Review Committee's recommendations forwarded to Dean through Associate Dean for Faculty Affairs
May 15, 2020	Dean's: Recommendation completed and copy of the Dean's recommendation sent to Dept. Head and candidate Midterm review process ends at the college level

***External reviewers not required for non-tenure track 3rd year reviews except in the case of 3rd year review and promotion being submitted at the same time.**