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**2026-27 - TENURED AND TENURE-TRACK FACULTY PROMOTION AND TENURE POLICY**

**Approved: EOT Approval on 11/03/2025**

**Approved: EVPP Approval on 10/22/2025**

**Policy Effective Date: 11/03/2025**

*Revised October 2025*

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## A. Expectations

As part of The University of Texas Medical Center and working together with our community, the Dell Medical School sets the standard for excellence in integrated, multidisciplinary patient care, pioneering research with meaningful impact, leading innovation in medical education, and catalyzing life sciences entrepreneurship. The Dell Medical School expects all regular faculty to be active scholars with vital contributions in research, education, and/or clinical practice.

Faculty will align with the Dell Medical School mission to define the future of health by demonstrating commitment to:

- Building a sustainable academic health system that delivers person-centered, integrated care across the continuum.
- Embracing novel, collaborative solutions to ensure that everyone has a fair and just opportunity to be as healthy as possible.
- Empowering patients, families and communities to be active participants in the health care process through information, access, engagement and agency.
- Cultivating transformative research, entrepreneurship and innovation that leads to real-world impact.
- Equipping faculty, staff and learners with the knowledge and skills necessary to lead the next generation of health care.
- Leading the advancement and use of cutting-edge technologies, data and digital capabilities that serve the needs of patients, physicians, health care professionals, faculty, staff, learners and our community.

## B. Track Designation

Regular faculty will be designated as tenured, tenure-track, or professional-track at the time of their initial appointment. These designations will be documented in each faculty member's initial written letter of appointment.

## C. Scholarship

The Dell Medical School requires the faculty to be active in scholarship. Scholarship is defined as the creation and/or dissemination of new knowledge. We have adopted Boyer's model of scholarship (Boyer, E. L. (1990), *Scholarship reconsidered: Priorities of the professoriate.*, Carnegie Foundation for the Advancement of Teaching) that expands from traditional research, or the scholarship of discovery, to a broader definition that is more flexible. Boyer's four categories are:

- The scholarship of **discovery** that involves original research that advances knowledge (i.e., basic research);
- The scholarship of **integration** that seeks to interpret, analyze, and/or connect original research or creative work. It involves synthesis of information across disciplines, across topics within a discipline, or across time (i.e., review articles, book chapters, interprofessional education, science communication, clinical integration across disciplines and professions, or development of regional or national guidelines);
- The scholarship of **application** / engagement that involves the rigor and application of disciplinary expertise (i.e., cooperative state research, education, service on regional or national committees, leadership in professional societies, invited lectures, recognition as a clinical expert); and

- The scholarship of **teaching** and learning that involves the systematic study of teaching and learning processes. It differs from scholarly teaching in that it requires a format that will allow public sharing and the opportunity for application and evaluation by others.

Requirements of these expanded models of scholarship are that they go beyond the service duties of a faculty member to those within or outside the University and that their results can be shared with, applied, and/or evaluated by peers.

Tenured and tenure-track faculty are expected to develop and lead a program of scholarship that produces a body of original peer reviewed publications. Most tenured and tenure-track faculty will thus have research as the primary focus of their activities.

Faculty, except for Assistant Professors, may be considered for the award of tenure without an advancement in rank. Compared to tenure-track faculty at a given rank, tenured faculty at the same rank will have a higher impact record and stronger trajectory.

#### **D. Area of Excellence and Areas of Review**

The Dell Medical School defines four Areas of Review that align with its mission, with promotion in these Areas based on pre-established guidelines for achievement set by the medical school. Tenured and tenure-track faculty designate an eligible Area of Review as their Area of Excellence. Their designated Area of Excellence must be evaluated and a strong record of accomplishments must be demonstrated in all remaining Areas of Review.

Academic and Professional Service is an Area of Review, but may not be designated as an Area of Excellence. Clinical Expertise is reviewed only for faculty who provide clinical services.

##### **1. Clinical Expertise**

Enable the delivery and measurement of excellent health care, building a sustainable academic health system that delivers person-centered, integrated care across the continuum, with a focus on quality, health equity, population and/or public health, value, and/or innovation.

##### **2. Educational Leadership**

Enable the provision of exceptional training, mentoring or curricular development and provide fair and committed support for learners, in alignment with the medical school's mission to equip learners with the knowledge and skills necessary to lead the next generation of healthcare.

##### **3. Investigation and Inquiry**

Support the development of a rich multidisciplinary environment for research, bringing distinct skills or resources to advance the impact of research, in alignment with the medical school's mission to cultivate transformative research, entrepreneurship and innovation that leads to real-world impact.

##### **4. Academic and Professional Service**

Advance health care through administrative, community, academic, and professional service, in alignment with the medical school's educational, clinical, and research missions.

## **E. Evaluation of Areas of Review**

Recommendations for promotion in rank and/or the award of tenure shall be made by a formal evaluation of each faculty member, based on the following considerations. Clinical expertise is reviewed only for faculty who provide clinical services.

As noted elsewhere in this policy, regardless of the Area of Excellence, tenured and tenure-track faculty are expected to develop and lead a program of scholarship which produces a body of original peer reviewed publications.

In addition, evidence of sustained, independent research funding is expected when applicable to the area of review and field of work.

### **1. Clinical Expertise**

Evidence of expertise and scholarship in a clinical discipline and contributions to clinical practice that are of high quality and significance, including contributions and/or policies that measurably improved the quality and value of patient outcomes and/or population health. A record of leadership in professional societies, membership on editorial boards, development of significant protocols, policies, or technologies, or external recognition or awards received for clinical excellence and/or population or public health is also considered.

### **2. Educational Leadership**

Evidence of expertise and scholarship in teaching and curricular contributions that are of high quality and significance. Teaching may involve medical students, undergraduate and graduate students, residents, fellows, colleagues, and/or learners from other disciplines, and may take a variety of formats, including didactics, precepting, seminars, and clinical supervision. Demonstration of excellence in mentoring and excellent learner evaluations are expected. A record of invited lectureships, leadership in educational societies or committees, peer-reviewed publications, educational materials developed and used by other institutions, or external recognition or awards received for education, teaching, and mentorship are also considered.

### **3. Investigation and Inquiry**

Evidence of expertise in research and scholarly work that is of high quality and significance. Research may focus on laboratory, population-based, clinical, health services, or educational investigations, resulting in the production of scholarly work that has been published in peer-reviewed journals. A record of invited presentations, external recognition or awards for research, service as an editor and/or on editorial boards of scientific journals, service on committees related to research including grant review panels is also considered.

### **4. Academic and Professional Service**

Academic service is broadly defined as participation in service to the division, department, school, and/or University. Examples include serving on committees, advising students, and involvement or leadership of initiatives to support division, departmental, school, and/or University needs.

Professional service is broadly defined as service to the field or discipline. Examples of professional service include participation in and/or leadership on professional society or field-related committees, boards, panels, etc.; organization of conferences, courses, workshops, or

symposia related to the field or discipline, and peer or editorial review for journals.

## **F. Managing Joint Appointments**

Faculty may have joint appointments between departments within the Dell Medical School or joint appointments between the Dell Medical School and another college or school at the University.

For faculty with joint appointments with another college and/or school at the University, the timing of the review will follow the timeline of the other college or school, regardless of whether Dell Medical School or the other college/school is where the primary appointment resides. See the [UT Austin General Guidelines for Promotion and Tenure Review of Tenure and Tenure-Track Faculty](#) and the tables below (section L and M) for guidance.

The remainder of this section applies to faculty holding a joint appointment between departments within the Dell Medical School. Information for faculty who hold joint appointments between the Dell Medical School and another college or school at the University can be found in (section D.4) of the [UT Austin General Guidelines for Promotion and Tenure Review of Tenure and Tenure-Track Faculty](#).

### **1. Joint Appointment within the Dell Medical School of Less Than 30%**

Faculty members holding one or more joint appointments of less than 30% are reviewed **only** in the department corresponding to the primary appointment. The primary department will conduct one review of the candidate at all levels. The joint department will not conduct a formal review of the candidate's materials nor vote on whether or not to promote the candidate.

The department chair or faculty member will request a letter from the joint appointment(s) department chair evaluating the faculty member's contributions to the joint department(s). The following may also be requested from the department(s) corresponding to the joint appointment(s): (a) input regarding selection of external reviewers, (b) participation by eligible faculty in writing the required executive committee statements, and (c) optional contributions that may be added to the supplemental materials section of the dossier.

### **2. Joint Appointment within the Dell Medical School of at Least 30%**

Faculty members holding a joint appointment of at least 30% must be reviewed simultaneously in the departments corresponding to both the primary and joint appointments. The departments will each review an identical version of the candidate's dossier.

The department chair corresponding to the candidate's primary appointment is responsible for coordinating with the department chair corresponding to the candidate's joint appointment for the development of the dossier, including: (1) selection and solicitation of external reviewers, and (2) selection of the ad hoc committee charged with reviewing the dossier, writing the required executive committee statement for each area of review, and voting on their recommendation regarding promotion of the candidate. Note that the faculty members on the ad hoc committee assigned to write each of the executive committee statements must meet eligibility requirements and represent both the primary and joint departments.

## **G. Timing of Review**

Faculty promotion, and the award of tenure, are based on excellence in performance and scholarship. Candidate performance will be based on pre-established guidelines for achievement set by the medical school, and scholarship is defined as the creation and/or dissemination of new knowledge. Promotion requires a formal review of the candidate's achievements, including an assessment of the candidate's success in accomplishing their duties, the magnitude and the quality of the contributions, and/or specific services rendered, as demonstrated by the candidate's body of work, external letters of evaluation, and the evaluations of students, residents, patients and peers, if applicable.

### **1. Readiness for and Initiating Promotion Review**

Readiness for promotion review for a tenured associate professor will be determined by the department chair or designee. Readiness for promotion review for tenure-track faculty will be determined by the department chair or designee (except in the case of candidates due for mandatory tenure review since those reviews are determined by the faculty member's years of probationary service). These discussions with the department chair or their designee should occur each year during the annual evaluation process that is required for all faculty members.

Once external letters have been solicited, the faculty member is officially considered a candidate for that year's promotion cycle. At that point, all promotion candidates have the right for their promotion case to progress through all levels of review at the University.

Mandatory review cases of tenure-track faculty must progress through all levels of review unless the candidate:

- resigns from the University, or
- is terminated by the University for disciplinary reasons in accordance with [Regents Rule 31008](#).

Accelerated review cases for tenure-track assistant professors and all promotion review cases for tenured faculty progress through all levels of review unless the candidate:

- withdraws the case prior to review by the president,
- resigns from the University, or
- is terminated by the University for disciplinary reasons in accordance with [Regents Rule 31008](#).

In certain circumstances, faculty can invoke the right to be considered for promotion and the department chair's endorsement of readiness for promotion is not required. Details can be found below in (section G.3) Invoking the Right of Consideration to be a Candidate for Promotion Review.

### **2. Procedures**

Promotion within the regular faculty structure requires a formal review of the candidate's credentials, including an assessment of the candidate's success in accomplishing their duties, the impact and the quality of the contributions, and/or specific services rendered, and the evaluations of students, residents, patients and peers, as applicable. The department chair, or designee, will be responsible for counseling individual faculty members on career development and preparation during their evaluations and throughout the year for ongoing mentorship and

promotion. The department chair, or designee, will meet annually with each faculty member to discuss accomplishments during the previous year, responsibilities, and expectations for the coming year. At this time the faculty member's career goals and progress towards promotion and any evaluations on the faculty are reviewed.

Recommendations for all changes in academic rank/status are normally considered in the fall of each academic year in accordance with a schedule and policies set forth by the University.

Typically, the chair of the department or the departmental executive committee initiates the request for promotion and/or tenure but initiation of the request for promotion and/or tenure may also occur by individual faculty through a direct request to the department chair.

Promotion and tenure review will be achieved through a multi-step process that is initiated upon recommendation of the department chair to the Dell Medical School APT Committee. The dean reviews and provides their assessment and recommendation to the President's Review Committee. Recommendations are made to the president for review and appropriate action with subsequent approval for tenure decisions provided by the chancellor or their designee of the University System and the Board of Regents.

For detailed information on roles and responsibilities of the candidate, committees, and chair, as well as instructions for dossier assembly, please see the *2026-27 Dell Medical School Guidelines for Promotion, Tenured and Tenure-Track Faculty* on the Dell Medical School Office of Faculty Academic Affairs webpage.

### **3. Invoking The Right of Consideration for Promotion Review**

Except when subject to restrictions imposed as discipline for misconduct, a faculty member in the rank of tenured associate professor may invoke their right to be considered for promotion to tenured full professor during the tenth or later effective year in rank.

In the case of a denied promotion or if the tenured associate professor withdraws their dossier from consideration after the departmental executive committee review, the candidate may invoke the right of consideration after five or more effective years in rank. The first year of this five-year count starts in the first academic year after the tenured associate professor candidate withdraws their dossier from consideration or negative promotion decision is made in the spring of the prior academic year. However, the candidate may be considered earlier if the departmental executive committee votes to support (a voting outcome by the committee qualifies as 'support' for a recommended action if at least 50% of eligible voters on the committee votes in favor of the recommendation) and the department chair approves moving the candidate's case forward for promotion review.

Note that the count of effective years in rank does not include any year to which a personal circumstances flag has been applied.

To invoke this right of consideration, the tenured associate professor must advise their department chair of their request to be considered for promotion no later than February 1<sup>st</sup> of the academic year immediately before the fall of the requested review year.

The case shall be reviewed for promotion at all levels, including the president unless the candidate (1) withdraws the case prior to review by the president's committee, (2) resigns from

the University, or (3) is terminated by the University for disciplinary reasons in accordance with [Regents' Rule 31008](#) and [UT Systemwide Policy \(UTS\) 198](#).

#### **4. Years of Probationary Service**

In accordance with [Regents' Rule 31007](#), a tenure-track faculty member accrues one year of probationary service at UT Austin when at least nine months of full-time academic service have been completed during the first academic year (September 1 – August 31) of employment. In subsequent years of employment, a tenure-track faculty member accrues one year of probationary service at UT Austin when appointed full-time for all 12 months of the academic year.

An academic year does not count as a year of probationary service if the tenure-track faculty member: (1) receives an approved extension to the probationary period, or (2) has been on leave without pay for any portion of the academic year.

Candidates whose probationary period has been extended for personal circumstances under [HOP 2-2020](#) for other reasons as approved by the University, or due to leave without pay in accordance with University family and medical leave policies, shall be evaluated as if the accomplishments in rank were completed during the number of years of probationary service (i.e. excluding extension years).

Candidates whose probationary period has been extended for an approved professional (“academic”) leave without pay shall be evaluated as if the accomplishments in rank were completed during their time in rank (including the probationary period plus their time in the professional leave without pay).

#### **5. Effective Years in Rank**

Tenured associate professors accrue one effective year in rank at UT Austin when at least nine months of full-time academic service have been completed during the first academic year (September 1 – August 31) of employment. In subsequent years of employment, a tenured faculty member accrues one effective year in rank at UT Austin when appointed full-time for all 12 months of the academic year. An academic year does not count as an effective year in rank if the tenured associate professor has an approved personal circumstances flag. For more guidance on personal circumstances flags, please see the Promotion and Tenure Resource Library for Faculty on the Dell Medical School Faculty Academic Affairs webpage.

Years of probationary service as a tenure-track associate professor count toward the total number of effective years in rank for the promotion review of a tenured associate professor.

Candidates shall be evaluated as if the accomplishments in rank were completed during the number of effective years in rank.

#### **6. Minimum Amount of Qualifying Service at UT Austin**

All candidates for promotion and tenure must complete a minimum of two full years of qualifying service at UT Austin before the start of the academic year in which their promotion

and/or tenure case is considered by the Dell Medical School APT Committee.

- For tenure-track faculty members, only years of probationary service are counted toward the minimum amount of qualifying service towards mandatory review for tenure.
- For tenured faculty members, only effective years in rank are counted toward the minimum amount of qualifying service.

### **7. Elected Combined Service at UT Austin and Other Institutions**

Candidates who were appointed as a tenured or tenure-track faculty member (or equivalent rank) at one or more other institutions immediately prior to their tenured or tenure-track appointment at UT Austin may elect to combine years of probationary service or effective years in rank at UT Austin with up to three full years of service at the other institution(s) to satisfy the requirements for on-time promotion. The rank at the prior institution(s) must be the same as the faculty member's rank at UT Austin.

In addition, the candidate must satisfy the minimum required years of probationary service or effective years in rank at UT Austin.

The candidate must inform (by email) their department chair and the Dell Medical School Office of Faculty Affairs that they have elected to be considered under the combined service option no later than February 1 in the year immediately preceding the review. The Dell Medical School Office of Faculty Affairs will then send the request to the Provost's Office.

During the course of the promotion review, the candidate's record of combined service will be evaluated using the same expectations as if the candidate had completed their service at UT Austin.

### **H. Status of Continuing Appointment**

Tenure denotes a status of continuing appointment as a member of the faculty at the University. Tenure may be granted to regular faculty with the titles "associate professor" or "professor." Tenure may be granted at the time of appointment or as a result of a review for tenure through the faculty promotion review process. Tenured faculty will undergo a comprehensive periodic review no less than every six years.

Tenure-track faculty in the probationary period for tenure will undergo mandatory annual reviews and a mandatory mid-probationary review during the third year of probationary service. Unsuccessful reviews can form the basis of a non-renewal recommendation to the dean and provost in accordance with [Regents' Rule 31002](#).

### **I. Evaluation by Rank**

Tenured and tenure-track faculty require outstanding credentials in their designated Area of Excellence and a strong record of accomplishments in all remaining Areas of Review. In all cases, academic, licensure, and board credentials congruent with the expectations of a research-intensive university, school and department and the individual's assigned responsibilities are required.

**1. Promotion from Assistant Professor to Associate Professor:**

- Developing peer recognition reflected by an **established national reputation**<sup>1</sup> as a major contributor to their field.
- **Significant evidence of scholarly achievement** reflected in peer recognition of works from original research, clinical observations, educational programs, etc., including assessment through external letters of evaluation from arms-length reviewers at peer institutions.
- Significant accomplishments in the designated Area of Excellence and a strong record of accomplishments in all other Areas of Review.
- A strong and reliable record that predicts a continuing trajectory of impactful contributions throughout an extended career at UT Austin.

**2. Promotion from Associate Professor to Professor:**

- Established peer recognition derived from a **sustained national / emerging international reputation** as a leader in their field.
- Sustained scholarly achievement reflected in peer recognition of works from original research, clinical observations, educational programs, etc. and demonstrated through external letters of evaluation from arms-length reviewers at peer institutions.
- Sustained productivity in the designated Area of Excellence and a strong record of accomplishments in all other Areas of Review.
- A strong and reliable record that predicts a continuing trajectory of impactful contributions throughout an extended career at UT Austin.
- The standards, workload demands, and expectations are higher for the promotion to tenured full professor than the expectations for tenured associate professor and include expectations about demonstrated leadership.

Representative examples of evidence of achievement in Areas of Review for these ranks can be found on the webpage of the Dell Medical School Office of Faculty Academic Affairs.

**J. Default Consideration for Promotion and Tenure**

Unless otherwise specified in the dossier (executive committee, department chair, and dean statements), candidates on the tenure-track are evaluated for promotion in rank (if not already at the rank of professor) and the award of tenure. Tenured candidates are evaluated for promotion in rank.

**K. Consideration for Tenure**

Faculty, except for Assistant Professors, may be considered for the award of tenure without an advancement in rank. Compared to tenure-track faculty at a given rank, tenured faculty at the same rank will have a higher impact record and stronger trajectory. The higher impact record will include a higher impact publication record, funding record, **and** leadership record and very strong evidence of geographic reputation. Examples of evidence of a higher impact record in these areas include a higher impact body of peer-reviewed publications, evidence of sustained and competitive funding as PI (as appropriate for the field and Area of Excellence), and high visibility and high impact leadership roles related to the candidate's area of expertise. A stronger trajectory record will include strong evidence that the high impact publication record, funding

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<sup>1</sup> **Note:** The geographical reputation requirement was updated in the December 2023 version of this policy. Some faculty members have been working under different expectations and requirements which will be a consideration for their reviews.

record, leadership record, and geographic reputation will continue apace.

#### **L. Tenure-Track Faculty**

Readiness for promotion review for tenure-track faculty will be determined by the department chair or designee (except in the case of candidates due for mandatory tenure review since those reviews are determined by the faculty member's years of probationary service). Careful consideration should be taken in the decision about when to pursue promotion and tenure review during the normative period before the mandatory tenure review year (as described below).

Tenure-track faculty in the probationary period for tenure who hold joint appointments at other Colleges, Schools, or Units (CSUs) shall prepare their dossiers for mandatory tenure review in accordance with the schedule set forth for other CSUs. See the [UT Austin General Guidelines for Promotion and Tenure Review of Tenure and Tenure-Track Faculty](#) and the timeline tables below.

#### **Timing Designation of Review Year for Tenure-Track Faculty**

The tenure review year for tenure-track faculty will be considered to be in one of the following timing designations. These terms are explained in the sections below.

- Normative period for mandatory review
- Accelerated review

#### **1. Tenure-Track Assistant Professors**

Tenure-track assistant professors will undergo simultaneous review for promotion and tenure. It is not an option for a tenure-track assistant professor to undergo review for only promotion in rank or only award of tenure.

Tenure-track assistant professors who are either not jointly appointed or are jointly appointed only within departments at the Dell Medical School **may** be reviewed for promotion and tenure in their sixth or seventh year of probationary service and **must** be reviewed for promotion and tenure no later than their eighth year of probationary service. Thus, the sixth through eighth year of probationary service is the normative period for promotion and tenure review with review occurring no later than the eighth year. A promotion and tenure review at any point during this normative period is designated as the mandatory tenure review, i.e. possible outcomes for this promotion and tenure review in the normative period are the same as the possible outcomes for the mandatory tenure review. If the individual has elected to combine service on the tenure-track from another institution(s), the maximum period that may be served in rank as tenure-track assistant professor shall not exceed eight years. Because mandatory review for promotion and tenure can only occur once, careful consideration should be taken in the decision to pursue promotion and tenure review during the normative period before the eighth year of probationary service. Please see below for information on possible outcomes for promotion and tenure review.

**Note:** Tenure-track assistant professors who hold joint appointments at other Colleges, Schools, or Units (CSUs) shall prepare their dossiers for mandatory promotion and tenure review in accordance with the schedule set forth for other CSUs as noted in the [UT Austin General Guidelines for Promotion and Tenure Review of Tenure and Tenure-Track Faculty](#) and in the timeline table below. The possible outcomes for these faculty members can be found in the [UT Austin General Guidelines for Promotion and Tenure Review of Tenure and Tenure-Track Faculty](#).

Table 1. Promotion and Tenure Review for Tenure-Track Assistant Professors*		
	No Joint Appointment or only Jointly Appointed within the Dell Medical School	Joint Appointment with another College or School at the University
Year of Dossier Prep	5 <sup>th</sup> through 7 <sup>th</sup> year of probationary service	5 <sup>th</sup> year of probationary service
Normative Period for Mandatory Review	6 <sup>th</sup> through 8 <sup>th</sup> year of probationary service	6 <sup>th</sup> year of probationary service
Year Promotion is in Effect	September 1 of the year in which the review is completed	September 1 of the year in which the review is completed
* Promotion and tenure review prior to the normative period timeline above would be considered accelerated.		

Mandatory Tenure Review

During a review for promotion and tenure in the mandatory tenure review year, the executive committee or equivalent governing committee, the department chair of their department, the Dell Medical School APT Committee, and dean, shall each recommend one of the following outcomes to the administration. The two committees will each record a vote, and the chair and dean will each independently recommend whether the candidate should:

- a. Be promoted to associate professor with tenure; or
- b. Be promoted to associate professor and be moved to a professional-track appointment; or
- c. Remain at the assistant professor rank and be moved to a professional-track appointment; or
- d. Be placed on a terminal appointment for the next year.

Accelerated Review

Review during the third through the fifth year of probationary service is considered an accelerated review for Dell Medical School faculty who do not hold a joint appointment or are jointly appointed only within the Dell Medical School. In the rare circumstance where an individual is reviewed on an accelerated schedule, the executive committee or equivalent governing committee, and department chair of their department, the Dell Medical School APT Committee, and dean, shall each recommend one of the following outcomes to the administration. The two committees will each record a vote, and the chair and dean will each independently recommend whether the candidate should:

- a. Be promoted to associate professor with tenure; or

- b. Be promoted to associate professor and be moved to a professional-track appointment; or
- c. Remain at the assistant professor rank and be moved to a professional-track appointment; or
- d. Be denied promotion and tenure and remain a tenure-track assistant professor until they prepare their dossier for mandatory review for tenure in their 7<sup>th</sup> year to be considered for award of tenure in their 8<sup>th</sup> year for Dell Medical School faculty without a joint appointment at another CSU or 5<sup>th</sup> and 6<sup>th</sup> years, respectively, for Dell Medical School faculty with a joint appointment at another CSU; or
- e. Be placed on a terminal appointment for the next year.

**2. Tenure-Track Associate Professors**

Tenure-track associate professors may be considered for the award of tenure without advancement in rank. However, unless otherwise specified in the dossier (executive committee, department chair, and dean statements), tenure-track associate professors are evaluated simultaneously for both the award of tenure and advancement in rank. It is not an option for a tenure-track associate professor to be considered for only advancement in rank.

Tenure-track associate professors who are either not jointly appointed or are only jointly appointed within departments at the Dell Medical School **may** be reviewed for tenure or tenure and promotion in their third through seventh year of probationary service and **must** be reviewed for tenure or tenure and promotion no later than their eighth year of probationary service. Thus, the third through eighth years of probationary service is the normative period for tenure review and promotion and tenure review with mandatory review occurring no later than the eighth year. A tenure review or promotion and tenure review at any point during this normative period is designated as the mandatory tenure review. Please see below for information on possible outcomes for each type of review. If the individual has elected to combine service on the tenure-track from another institution(s), the maximum period that may be served in rank as tenure-track associate professor shall not exceed eight years. Because mandatory review for tenure or review for promotion and tenure can only occur once, careful consideration should be taken in the decision to pursue review for tenure or review for promotion and tenure during the normative period before the eighth year of probationary service.

**Note:** Tenure-track associate professors who hold joint appointments at other Colleges, Schools, or Units (CSUs) shall prepare their dossiers for mandatory tenure review in accordance with the schedule set forth for other CSUs as noted in the [UT Austin General Guidelines for Promotion and Tenure Review of Tenure and Tenure-Track Faculty](#) and in the timeline table below. The possible outcomes for these faculty members can be found in the [UT Austin General Guidelines for Promotion and Tenure Review of Tenure and Tenure-Track Faculty](#).

Table 2. Tenure Review or Promotion <u>and</u> Tenure Review for Tenure-Track Associate Professors		
	No Joint Appointment or only jointly appointed within the Dell Medical School*	Joint Appointment with another

		College or School at the University*
Year of Dossier Prep	2 <sup>nd</sup> through 7 <sup>th</sup> year of probationary service	2 <sup>nd</sup> year of probationary service
Normative Period for Mandatory Review	3 <sup>rd</sup> through 8 <sup>th</sup> year of probationary service	3 <sup>rd</sup> year of probationary service
Year Promotion is in Effect	September 1 of the year in which the review is completed	September 1 of the year in which the review is completed
* Tenure review or promotion <u>and</u> tenure review cannot occur prior to the normative period timeline above.		

Mandatory Tenure Review

During a review for promotion and tenure in the mandatory tenure review year, the executive committee or equivalent governing committee, and department chair of their department, the Dell Medical School APT Committee, and dean, shall each recommend one of the following outcomes to the administration. The two committees will each record a vote, and the chair and dean will each independently recommend whether the candidate should:

- a. Be awarded tenure in the rank of associate professor; or
- b. Be promoted to professor with tenure; or
- c. Be promoted to professor and be moved to a professional-track appointment; or
- d. Remain at the associate professor rank and be moved to a professional-track appointment; or
- e. Be placed on a terminal appointment for the next year.

During a review for only award of tenure in the mandatory tenure review year, the executive committee or equivalent governing committee, and department chair of their department, the Dell Medical School APT Committee, and dean, shall recommend one of the following outcomes to the administration. The two committees will each record a vote, and the chair and dean will each independently recommend whether the candidate should:

- a. Be awarded tenure in the rank of associate professor; or
- b. Remain at the associate professor rank and be moved to a professional-track appointment; or
- c. Be placed on a terminal appointment for the next year.

**3. Tenure-Track Professors**

Tenure-track full professors who are either not jointly appointed or are only jointly appointed within departments at the Dell Medical School **may** be reviewed for tenure in their third through seventh year of probationary service and **must** be reviewed for tenure no later than their eighth year of probationary service. Thus, the third through eighth year of probationary service is the normative period for tenure review with mandatory review occurring no later than the eighth year. A tenure review at any point during this normative period is designated as the mandatory tenure review, i.e. possible outcomes for this review in the normative period are the same as the

possible outcomes for the mandatory tenure review. Because mandatory review for tenure can only occur once, careful consideration should be taken in the decision to pursue review for tenure during the normative period before the eighth year of probationary service. If the individual has elected to combine service on the tenure-track from another institution(s), the maximum period that may be served in rank as tenure-track professor shall not exceed eight years.

**Note:** Tenure-track full professors who hold joint appointments at other Colleges, Schools, or Units (CSUs) shall prepare their dossiers for mandatory tenure review in accordance with the schedule set forth for other CSUs as noted in the [UT Austin General Guidelines for Promotion and Tenure Review of Tenure and Tenure-Track Faculty](#) and in the timeline table below. The possible outcomes for these faculty members can be found in the [UT Austin General Guidelines for Promotion and Tenure Review of Tenure and Tenure-Track Faculty](#).

Table 3. Tenure Review for Tenure-Track Full Professors		
	No Joint Appointment or only jointly appointed within the Dell Medical School*	Joint Appointment with another College or School at the University*
Year of Dossier Prep	2 <sup>nd</sup> through 7 <sup>th</sup> year of probationary service	2 <sup>nd</sup> year of probationary service
Normative Period for Mandatory Review	3 <sup>rd</sup> through 8 <sup>th</sup> year of probationary service	3 <sup>rd</sup> year of probationary service
Year Promotion is in Effect	September 1 of the year in which the review is completed	September 1 of the year in which the review is completed
*Tenure review cannot occur prior to the normative period timeline above.		

**Mandatory Tenure Review**

During a review for tenure in the mandatory tenure review year, the executive committee or equivalent governing committee, and department chair of their department, the Dell Medical School APT Committee, and dean, shall each recommend one of the following outcomes to the administration. The two committees will each record a vote, and the chair and dean will each independently recommend whether the candidate should:

- a. Be awarded tenure in the rank of professor; or
- b. Remain at the professor rank and be moved to a professional-track appointment; or
- c. Be placed on a terminal appointment for the next year.

**M. Associate Professors with Tenure**

Tenured associate professors who are either not jointly appointed or are only jointly appointed within departments at the Dell Medical School may be reviewed for promotion as early as their sixth effective year in rank. Promotion review prior to their sixth year in rank would be

considered accelerated. There is no mandatory review for tenured associate professor, so the timing of promotion review may occur later than the sixth effective year in rank.

Tenured associate professors may be considered for promotion to professor during any year deemed appropriate by the executive committee or equivalent governing committee, department chair of their department, the Dell Medical School APT Committee, and dean. (A voting outcome by the committees qualifies as ‘support’ for a recommended action if at least 50% of eligible voters on the committee votes are in favor of the recommendation.)

Tenured faculty who hold joint appointments at other Colleges, Schools, or Units (CSUs) shall prepare their dossiers for consideration for promotion in accordance with the schedule set forth for other CSUs as noted in the [UT Austin General Guidelines for Promotion and Tenure Review of Tenure and Tenure-Track Faculty](#) and in the timeline table below. The possible outcomes for these faculty members can be found in the [UT Austin General Guidelines for Promotion and Tenure Review of Tenure and Tenure-Track Faculty](#).

Table 4. Sample Timeline for Promotion Review of Tenured Associate Professor*		
	No Joint Appointment or only jointly Appointed within the Dell Medical School	Joint Appointment with another College or School at the University
Year of Dossier Prep	5 <sup>th</sup> effective year in rank	5 <sup>th</sup> effective year in rank
Year of Promotion Review	6 <sup>th</sup> effective year in rank	6 <sup>th</sup> effective year in rank
Year promotion is in effect	September 1 of the year in which the review is completed	September 1 of the year in which the review is completed
*There is no mandatory review for tenured associate professor, so the timing of promotion review may occur later than the 6 <sup>th</sup> effective year in rank. Promotion review prior to the review timelines above would be considered accelerated.		

During a review for promotion, the executive committee or equivalent governing committee, and department chair of their department, the Dell Medical School APT Committee, and dean, shall each recommend one of the following outcomes to the administration. The two committees will each record a vote, and the chair and dean will each independently recommend whether the candidate should:

- a. Be promoted to professor with tenure; or
- b. Be denied promotion to professor with tenure.

**N. Accelerated Review**

Any promotion review case, including an accelerated promotion review case, cannot be considered sooner than after the candidate has completed at least two full academic years of qualifying service in rank at UT Austin before the start of the academic year in which their promotion case is reviewed.

Tenure-track assistant professor and tenured associate professor cases that are reviewed prior to the normative period are designated as accelerated. Accelerated cases must be fully explained and justified by the dean and chair and should only be put forward for review when a compelling case can be made that the candidate's record is truly exceptional across all areas of contribution, the candidate exceeds expectations for promotion in all areas, and that accelerated promotion and/or tenure is in the University's best interest.

In most cases, the University will benefit from the evidence gathered from fulfillment of the entire probationary period for tenure-track faculty and minimum of six years of effective years in rank for tenured associate professor prior to making a promotion and/or tenure decision because this information offers more consistent and reliable evidence to demonstrate a continuing trajectory of excellence in the professional context and environment of UT Austin.

## **O. Outcomes**

### **1. President Conferences**

The president's review committee will review and discuss the promotion dossiers. The dean will attend a promotion review meeting with the president's review committee to discuss the work of the candidates from the Dell Medical School. In some cases, the president may request additional information to make a decision that is in the best interest of the University (e.g., an update of accomplishments in rank from the candidate, formal assessment of a candidate's contributions and achievements from additional experts in the field, consultation with key University stakeholders to address questions that have not been resolved within the dossier or during the conference with the dean, etc.).

### **2. Announcement of Decisions**

The Office of the President will formally notify the dean of the results of the promotion conferences, including those pending cases where an action of terminal appointment is being considered. Candidates will be notified of the president's decision in February 2027.

### **3. Final Arguments**

Tenure-track candidates who receive notice of a terminal appointment pending or notice of an outcome that involves moving to the professional-track may present final arguments in writing to the president before the case is decided. Final arguments provide candidates with an opportunity to write directly to the president regarding the merits of their case. It is helpful, but not required, for the candidate to succinctly address any perceived weaknesses in the file as well as provide any new or additional evidence that has become available since the file was compiled and submitted for review. Address final arguments to the president and deliver an electronic copy to the provost via <https://ut.service-now.com/evpp> by a date to be determined in 2027.

The president will refer the written arguments to the dean and department chair for comment and to members of the president's review committee for review and discussion, prior to making a final decision.

### **4. Request for Review by the Procedural Concerns in Faculty Review (PCFR) Cohort**

The candidate or the president may request a review of the case by the Procedural Concerns in Faculty Review (PCFR) Cohort based on concerns of material policy and/or procedural violations

that impacted the determination. PCFR Cohort review is limited to: whether there were material policy and/or procedural violations that occurred during the course of the promotion and tenure review process. The PCFR cohort shall not review disputes about professional judgments on the merits of the faculty member's record. Violations of academic freedom concerns may be pursued through the Faculty Grievance process set out in [HOP 2-2310](#), but not through the PCFR process. Faculty are strongly encouraged to reach out to the Faculty Ombuds to discuss their concerns before submitting a request for a PCFR cohort review.

A request for review shall include: 1) a description of the specific policy that was violated or procedural requirement that was not met, 2) an explanation of the nature of the policy and/or procedural violation, and 3) a summary of how the policy and/or procedural violation was material to the overall promotion decision. The deadline to file a complaint is four weeks after the faculty member is notified of their denial of tenure or promotion.

Candidates should use the [Procedural Concerns in Faculty Review Request Form](#) to submit a request for review by the PCFR cohort. The Faculty Affairs team in the Provost's Office will distribute copies of the request to the dean and department chair.

The PCFR cohort will be comprised of at least six tenured faculty members chosen by the president and provost from the president's Faculty Advisory Cohort (FAC). The president and provost will also select a PCFR chair who will manage the administrative organization of the PCFR cohort's assignments including selecting two to three PCFR members to examine a given complaint. Ad hoc FAC members may be added as necessary as determined by the Provost. PCFR cohort members selected to review a specific complaint, will be selected to avoid conflicts of interests, and in general, should not be drawn from the complaining faculty member's college or school. The faculty ombuds and a designee administrator under [HOP 2-2310](#) may be consulted by the PCFR members assigned to examine a specific complaint.

Before proceeding to assign a referred complaint to specific PCFR members for review and advice, the PCFR chair will first examine a referred complaint to confirm it alleges a violation of policy and/or procedure in the underlying employment review (annual, post-tenure, mid-probationary and promotion and tenure reviews). If the complaint does not raise an alleged policy or procedural complaint, it will be declined for further review and advice by PCFR with a notice of such declination provided to the complaining faculty member with a copy to the referring Provost Office staff. If it is within the scope of PCFR review, the PCFR cohort will review the complaint and any other relevant information, following up with other university personnel as needed to assess the allegations and determine if any material policy or procedural violation occurred. Based on their review, the PCFR cohort will complete a recommendation form that will be referred to the president and provost, with a copy to the faculty member. The president will consider the recommendation form and make a decision regarding whether any further action is necessary or appropriate.

##### **5. Reconsideration of a Tenure Decision in the Terminal Year**

Reconsideration of a tenure decision may not be requested for tenure-track faculty that receive

notice of an outcome that involves moving from the tenure-track to the professional-track. Reconsideration of a tenure decision in the terminal year may be requested only for tenure-track faculty that receive notice of a terminal appointment after promotion and tenure review. The University has no obligation to provide a faculty member with reconsideration of a tenure decision during a terminal year, however, a department chair, or dean may request reconsideration based on submission of substantial new evidence by the candidate. The executive committee and APT Committee are responsible for assessing whether the latest evidence of productivity presented by a candidate is substantial and sufficiently compelling to merit reconsideration of the decision. Such a review must examine any evidence not previously considered to determine whether the new evidence clearly demonstrates that the decision made the previous academic year should be reversed.

If a determination of compelling new evidence is made in a terminal year case, the department will prepare a new promotion dossier that focuses on the new evidence and submit this, along with the previous year's dossier, to each level in the review process. The executive committee shall prepare an assessment of the new evidence put forward in each area of review. Reconsideration of tenure-track cases in a terminal year does not progress beyond the department level unless the executive committee votes to support (A voting outcome by the committees qualifies as 'support' for a recommended action if at least 50% of eligible voters on the committee votes are in favor of the recommendation) and the department chair recommends promotion.

Reconsideration during the terminal appointment year does not entitle a candidate to an additional terminal year if the promotion case is unsuccessful.

## **6. Grievances**

Nothing in this document is intended to alter a candidate's right to use the university's existing grievance processes as described in [HOP 2-2310](#) and [Regents' Rule 31008](#) (as applicable).

## **7. Resources**

- For assistance with the UT Austin promotion and tenure process generally: Office of the Executive Vice President and Provost at <https://ut.service-now.com/evpp>
- For assistance specific to the Dell Medical School: Office of Faculty Academic Affairs at: [dellmedfacultyaffairs@austin.utexas.edu](mailto:dellmedfacultyaffairs@austin.utexas.edu)
- To speak with a neutral third party about individual concerns: Faculty Ombuds at [facombud@austin.utexas.edu](mailto:facombud@austin.utexas.edu).
- For questions about procedural concerns: [Request for Review by the Procedural Concerns in Faculty Review \(PCFR\) Cohort](#)