

DMS Promotion Timeline 2026 – 2027
Professional-Track Cycle 2 – Clinical Professor titles series only

Green = Faculty Member, Blue = Dell Med Department,
Orange = Dell Med Office Faculty Academic Affairs (OFAA)

Month	Due	Promotion Timeline
March – April 2026	May 1	Faculty member prepares promotion dossier materials: <ol style="list-style-type: none"> 1. Title Series designated in collaboration with Dept Chair 2. CV in Dell Med format 3. Faculty member's portion - Summary of Reviewers 4. Candidate Impact Statement 5. Supplemental Materials, as applicable
April – May 2026		Dell Med departments review CVs using CV Review Checklist to ensure compliance with requirements. Dell Med departments review Summary of Reviewers using Summary of Reviewers and Arm's Length Checklist to ensure compliance with requirements. Work with faculty member for corrections as needed before May 31st .
May 2026	May 31	CV/Summary of Reviewers due to OFAA for review/approval. May 31st is a firm deadline.
June - July 2026	July 31	Departments work with faculty member on any corrections needed for CV/Candidate Impact Statement
August - September 2026		Internal/External letter collection
October 2026		Executive Committee Review
November 2026	Nov 15	Department Chairs prepare Chair Statements for dossiers. November 15th is a firm deadline.
December 2026	Dec 1	Complete dossier due to OFAA. December 1st is a firm deadline.
Dec 2026 – Feb 2027		OFAA, APT, and Dean review of dossiers
March 2027	Approx. March 27	Promotion candidate informed of promotion decision.
July 2027	July 1	Promotion effective date