DMS Promotion Timeline 2027 – 2028

Professional-Track - Cycle 1

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

Month	Due	Promotion Timeline
Oct - Nov 2026	Dec 1	Faculty member prepares promotion dossier materials: 1. Title Series designated in collaboration with Dept Chair 2. CV in Dell Med format 3. Faculty member's portion of Summary of Reviewers 4. Candidate Impact Statement 5. Supplemental Materials, as applicable
Nov 2026 – Jan 2027		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 **January 15th.**
January 2027	Jan 15	CV/Summary of Reviewers due to OFAA for review/approval. **January 15th is a firm deadline.**
Jan – Feb 2027	Feb 28	Departments work with faculty member on any corrections needed for CV/Candidate Impact Statement
March - April 2027		Internal/External letter collection
May 2027		Executive Committee Review
June 2027	June 15	Department Chairs prepare Chair Statements for dossiers. **June 15th is a firm deadline.**
July 2027	July 1	Complete dossier due to OFAA. **July 1st is a firm deadline.**
July – Sept 2027		OFAA, APT, and Dean review of dossiers
October 2027	Approx. Oct 29	Promotion candidate informed of promotion decision.
December 2027	Dec 1	Deadline for candidate to submit a Procedural Concerns in Faculty Review (PCFR) request, if applicable.
March 2028	March 1	Promotion effective date