DMS Promotion Timeline 2027 – 2028

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 2027	May 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 - Summary of Reviewers 4. Candidate Impact Statement 5. Supplemental Materials, as applicable
April – May 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 **May 31st.**
May 2027	May 31	CV/Summary of Reviewers due to OFAA for review/approval. **May 31st is a firm deadline.**
June - July 2027	July 31	Departments work with faculty member on any corrections needed for CV/Candidate Impact Statement
August - September 2027		Internal/External letter collection
October 2027		Executive Committee Review
November 2027	Nov 15	Department Chairs prepare Chair Statements for dossiers. **November 15th is a firm deadline.**
December 2027	Dec 1	Complete dossier due to OFAA. **December 1st is a firm deadline.**
Dec 2027 – Feb 2028		OFAA, APT, and Dean review of dossiers
April 2028	Approx. April 5	Promotion candidate informed of promotion decision.
April 2028	April 30	Deadline for candidate to submit a Procedural Concerns in Faculty Review (PCFR) request, if applicable.
July 2028	July 1	Promotion effective date