

2024-25 - TENURED AND TENURE-TRACK FACULTY PROMOTION AND TENURE POLICY

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A. Expectations

The Dell Medical School expects all regular faculty to be active scholars with vital contributions in research, teaching, curricula, publications, care redesign, or in other areas of innovation and service.

Faculty will align with the Dell Medical School mission by demonstrating commitment to:

- Improving health in our community as a model for the nation;
- Evolving new models of person-centered, multidisciplinary care that reward value;
- Accelerating innovation and research to improve health;
- Educating leaders who transform health care; and
- Redesigning the academic health environment to better serve society.

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. Changing Tracks

1. Process

Changes made to a track are made by a formal request from the department chair, following consultation with the faculty member, for consideration by the Dell Medical School Appointment, Promotion, and Tenure Committee.

2. Changing from Professional-Track to Tenure-Track

Professional-track faculty members in the rank of assistant or associate professor may be moved to a tenure-track assistant or associate professor position, respectively, if merited, as evidenced by the fundamental philosophy, principles and expectations for faculty promotion as outlined above. This change requires approval from the dean and provost or their designees.

Faculty members who move from tenure-track to professional-track (and vice versa) are not eligible to change tracks a second time outside of the promotion review process.

D. 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:

1. The scholarship of **discovery** that involves original research that advances knowledge (i.e., basic research);
2. 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);

3. 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
4. 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.

E. 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 require evaluation in their designated Area of Excellence and a strong record of accomplishments 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. 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 educate leaders who transform health care and redesign the academic health environment to better society.

2. Clinical Expertise

Enable the delivery and measurement of excellent health care, with a focus on quality, health equity, population and/or public health, value, and/or innovation.

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 accelerate innovation and research to improve health.

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.

F. Evaluation of Areas of Review

Recommendations for promotion in rank or the granting 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 research funding is expected when applicable to the area of review and field of work.

1. 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 peer-evaluations or student 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.

2. 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.

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

Service includes advising, counseling and other student services; administrative committee service, a strong record of public service to the community, state, and nation; and other evidence of merit or recognition, such as fellowships, grants, honors, and election to office in scholarly or professional organizations.

G. Managing Joint Appointments

Faculty members with joint appointments must be simultaneously reviewed in both the primary and joint department or college/school. 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. ~~The primary and joint departments and schools and colleges must conduct independent reviews of the candidate based on evaluation of the same dossier.~~ **Please see Addendum at the end of this document titled: Managing Dossier Preparation for Faculty with Joint Appointments**

1. Faculty with Joint Appointments Outside of the Dell Medical School

For faculty with joint appointments with another school and/or college at the University, the year of the review will follow the timeline of the other school or college, regardless of whether Dell Medical School or the other school/college is where the primary appointment resides. Therefore, faculty jointly appointed at another school or college at the University will be reviewed earlier than the typical Dell Medical School schedule and still be considered an on-time promotion. See Tables below for guidance.

Areas of Excellence and Review along with expectations for promotion may be different in each school and/or college. Deans from each college or school must make independent recommendations regarding promotion of the candidate.

The possible outcomes of the promotion review for faculty with a primary or joint position outside of the Medical School will match the possible outcomes used in other colleges and schools which do not include the option of moving to the professional-track as a result of the promotion review. The Dell Medical School, however, may offer that option to the faculty member subsequent to the review for promotion.

H. 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. 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. 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 in the section below called: 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 a review of 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 Medical School Faculty Appointment, Promotion and Tenure 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 Dell Med General Guidelines for Promotion on the Dell Medical School Office of Faculty Academic Affairs website.

3. Invoking The Right of Consideration for Promotion Review

Except when subject to restrictions imposed by disciplinary sanctions, tenured associate professors have the right to be considered for promotion as early as their tenth year of service in rank after completing at least two full academic years in service in the same rank at the University. Note that the count of effective years in rank does not include any year to which a personal circumstances flag has been applied.

- i. 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 1st of the academic year immediately before the fall of the requested review year.
- ii. The case shall be reviewed for promotion at all levels, including the president.
- iii. Should the tenured associate professor candidate not be promoted after invoking their right of consideration for promotion review, then
 - A. The tenured associate professor candidate may be considered for promotion during any subsequent academic year deemed appropriate by their departmental executive committee and department chair; and
 - B. When not subject to restrictions imposed by disciplinary sanctions, the tenured associate professor candidate may again invoke their right to be considered for promotion review in the fall semester that follows completion of a minimum of five additional full academic years of service. The first year of this five-year count starts in the first academic year after the negative promotion decision is made in the spring of the prior academic year.

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.

5. Effective Years in Rank

Tenured associate professors accrue one year of service at UT Austin when at least nine months of full-time academic service have been completed during the academic year (September 1 – August 31) during their first and subsequent years of employment. An academic year does not count as an effective year in rank if the tenured associate professor has an approved personal circumstances flag.

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 Med 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.
- For tenure-track faculty with joint appointments at Dell Med and other College, School, and Units (CSU) at UT Austin, faculty will be reviewed for tenure on the same timeline as other CSUs, which is sooner than for Dell Med.

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.

In addition, the candidate must satisfy the following in order to be reviewed for promotion or tenure:

- The minimum required years of probationary service or effective years in rank at UT Austin.
- At least three faculty peer teaching observations across at least two different academic years at UT Austin must be included in the dossier.

The candidate must inform (by email) their department chair and the Dell Med 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 Med 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.

8. Sample Timelines for On-Time Promotion Review

Tenure-track faculty who are either not jointly appointed or are jointly appointed within departments at the Dell Medical School shall prepare their dossiers for mandatory consideration for tenure no later than the sixth year of probationary service for review in the seventh year.

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 consideration for tenure in accordance with the schedule set forth for other colleges and schools as noted below in the timelines tables.

Table 1. Mandatory Review for Tenure-Track Assistant Professors*		
	No Joint Appointment or Joint Appointment within the Dell Medical School	Joint Appointment with another College or School at the University
Year of Dossier Prep	6 th year of probationary service	5 th year of probationary service
Year of Review	7 th year of probationary service	6 th year of probationary service
Year promotion is effective	September 1 of 8 th year in rank	September 1 of 7 th year in rank
* Promotion review prior to the timelines above would be considered accelerated.		

Table 2. Mandatory Review for Tenure-Track Associate and Tenure-Track Full Professors		
	No Joint Appointment or Joint Appointment within the Dell Medical School*	Joint Appointment with another College or School at the University**
Year of Dossier Prep	6 th year of probationary service	2 nd year of probationary service
Year of Review	7 th year of probationary service	3 rd year of probationary service
Year promotion is effective	September 1 of 8 th year in rank	September 1 of 4 th year in rank

* Promotion review prior to the timeline above for faculty who do not hold a joint appointment with another college or school would be considered accelerated.
 **Promotion review cannot occur prior to the timeline above for faculty with joint appointments in another college or school.

Table 3. Sample Timeline for On Time Review of Tenured Associate Professor*		
	No Joint Appointment or Joint Appointment within the Dell Medical School	Joint Appointment with another College or School at the University
Year of Dossier Prep	6 th effective year in rank	5 th effective year in rank
Year of Review	7 th effective year in rank	6 th effective year in rank
Year promotion is effective	September 1 of 8 th year in rank	September 1 of 7 th year in rank
*There is no mandatory review for Tenured Associate Professor, so that timing of promotion review may occur later than the years indicated above. Promotion review prior to the timelines above would be considered accelerated.		

9. Accelerated Review

Cases that are reviewed prior to the year designated for a mandatory or an on-time review are 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 on-time 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 seven years of effective years in rank for tenured associate professor to satisfy an on-time review 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.

I. 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 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](#).

J. 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**¹ 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.

¹ **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.

K. Considerations for Promotion

Unless otherwise specified, candidates on the tenure-track are evaluated for promotion in rank (if not already at the rank of professor) and the award of tenure and tenured candidates are evaluated for promotion in rank (designated as option A in the below scenarios).

1. Tenure-Track Faculty

a. Tenure-Track Assistant Professors

Tenure-track assistant professors who do not have a joint appointment or have a joint appointment within the Dell Medical School shall prepare their dossiers for mandatory consideration for tenure no later than the sixth year of probationary service for consideration in the seventh year. The maximum probationary period that may be served as an assistant professor on the tenure-track is seven years.

During an individual's mandatory review for tenure, as described above, the executive committee or equivalent governing committee, the department chair of their department, the Dell Medical School APT committee, and dean, shall recommend to the administration that they:

- 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.

Note: Tenure-track assistant professors in the probationary period for tenure who hold joint appointments at another college, school, or unit (CSUs) shall prepare their dossiers for mandatory consideration for tenure no later than the fifth year of probationary service for review in the sixth year; the maximum probationary period that they may serve on the tenure-track is six years. Review prior to the mandatory review for tenure is considered an accelerated review. The possible outcomes for these faculty members can be found in the *UT Austin General Promotion and Tenure Guidelines for Tenure and Tenure-Track Faculty*.

Review during the third through the sixth year of probationary service is considered an accelerated review for Dell Med faculty who do not hold a joint appointment or hold a joint appointment 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 recommend to the administration that they:

- A. Be promoted to associate professor with tenure; or
- B. Be promoted to associate professor and remain on the tenure-track; or
- C. Be promoted to associate professor and be moved to a professional-track appointment; or
- D. Remain at the assistant professor rank and be moved to a professional-track appointment; or
- E. Be placed on a terminal appointment for the next year; or

- F. Will not be promoted at this time and will remain a tenure-track assistant professor until they prepare their dossier for mandatory review for tenure in their 6th year to be considered for award of tenure in their 7th year for Dell Med faculty without a joint appointment at another CSU or 5th and 6th years, respectively, for Dell Med faculty with a joint appointment at another CSU.

b. Tenure-track Associate Professors

Tenure-track associate professors who do not have a joint appointment or have a joint appointment within the Dell Medical School shall prepare their dossiers for mandatory consideration for tenure no later than the sixth year of probationary service for consideration in the seventh year. If the individual has previously held the rank of assistant professor on the tenure-track at UT Austin or elected to combine service on the tenure-track from another institution(s), the maximum period that may be served in any combination in rank of assistant professor tenure-track and associate professor tenure-track shall not exceed seven years.

During an individual's mandatory review for tenure (i.e., seventh year of full-time service as an associate professor tenure-track or of combined service as an assistant professor tenure-track and associate professor tenure-track), the executive committee or equivalent governing committee, and department chair of their department, the Dell Medical School APT committee, and dean, shall recommend to the administration that they:

- A. Award 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, which would be the seventh year.

Note: Tenure-track associate professors in the probationary period for tenure who hold joint appointments at another college, school, or unit (CSUs) shall prepare their dossiers for mandatory consideration for tenure no later than the second year of probationary service for review in the third year; the maximum probationary period that they may serve on the tenure-track is three years. The possible outcomes for these faculty members can be found in the *UT Austin General Promotion and Tenure Guidelines for Tenure and Tenure-Track Faculty*.

Review during the third through the sixth year of probationary service is considered an accelerated review for Dell Med faculty who do not hold a joint appointment or hold a joint appointment within the Dell Medical School. In the rare circumstance where an individual is reviewed prior to completion of the required probationary period as an associate professor tenure-track, or of combined service as an assistant professor on the tenure-track and associate professor tenure-track, the executive committee or equivalent governing committee, and department chair of their department, the Dell Medical School APT committee, and dean, shall recommend to the administration that they:

- A. Award tenure in the rank of associate professor; or
- B. Be promoted to professor with tenure; or
- C. Be promoted to professor and remain on the tenure-track; or,
- D. Be promoted to professor and be moved to a professional-track appointment; or
- E. Remain at the associate professor rank and be moved to a professional-track appointment; or
- F. Be placed on terminal appointment for the next year; or
- G. Will not be promoted at this time and will remain a tenure-track associate professor until they prepare their dossier for mandatory review in their 6th year to be considered for award of tenure in their 7th year.

c. Tenure-track Professors

From time to time, there may be an occasional individual whose initial appointment is as professor on the tenure-track. The maximum probationary period that may be served as a professor on the tenure-track for faculty who do not hold a joint appointment or hold a joint appointment within the Dell Medical School is seven years. If the individual has previously held the rank of assistant and/or associate professor on the tenure-track at UT Austin or elected to combine service on the tenure-track from another institution(s), the maximum period that may be served in any combination on the tenure-track shall not exceed seven years.

During an individual's mandatory review for tenure the executive committee or equivalent governing committee, and department chair of their department, the Dell Medical School APT committee, and dean, shall recommend to the administration that they:

- 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 (i.e., eighth) year.

Note: Tenure-track professors in the probationary period for tenure who hold joint appointments at another college, school, or unit (CSUs) shall prepare their dossiers for mandatory consideration for tenure no later than the second year of probationary service for review in the third year; the maximum probationary period that they may serve on the tenure-track is three years. The possible outcomes for these faculty members can be found in the *UT Austin General Promotion and Tenure Guidelines for Tenure and Tenure-Track Faculty*.

Review during the third through the sixth year of probationary service is considered an accelerated review for Dell Med faculty who do not hold a joint appointment or hold a joint appointment within the Dell Medical School. In the rare circumstance where an individual is reviewed prior to completion of the required probationary period as a professor tenure-track, the executive committee or equivalent governing committee, and department chair of their department, the Dell Medical School APT committee, and dean, shall recommend to the administration that they:

- A. Be awarded tenure in the rank of professor; or
- B. Remain at the professor rank and be moved to a professional-track appointment;

- C. Be placed on terminal appointment for the next (i.e., eighth) year; or
- D. Will not be promoted at this time and will remain a tenure-track professor until they prepare their dossier for mandatory review in their 6th year to be considered for award of tenure in their 7th year.

2. Associate Professors with Tenure

Associate professors with tenure 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. Accelerated cases reviewed prior to the seventh effective year in rank 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 on-time promotion in all areas, and that accelerated promotion and tenure is in the university's best interest.

The executive committee or equivalent governing committee, and department chair of their department, the Dell Medical School APT committee, and dean, shall recommend to the administration that they:

- A. Be promoted to professor with tenure; or
- B. Not be promoted to professor with tenure.

Addendum: Managing Dossier Preparation for Faculty with Joint Appointments

This section applies to faculty holding a joint appointment between departments within the Dell Medical School and faculty holding a joint appointment with another college or school at the University (regardless of whether the primary appointment is in Dell Medical School or the other school/college).

Joint Appointment of Less Than 30%

Faculty members holding one or more joint appointments of less than 30% are reviewed only in the academic unit corresponding to the primary appointment. The department chair, dean, or faculty member may request the following from the academic unit(s) corresponding to the joint appointment(s): (a) input regarding selection of external reviewers, (b) participation by eligible faculty in writing the required budget council/executive committee statements, (c) letter from the department chair or dean evaluating the faculty member's contributions to the secondary academic unit(s), and (d) optional contributions that may be added to the supplemental materials section of the dossier.