

DMS Promotion Timeline 2025 – 2026

Professional-Track Cycle 3

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

Month	Due	Promotion Timeline
June - July 2025	Aug 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
July – Aug 2025		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 August 31st .
August 2025	Aug 31	CV/Summary of Reviewers due to OFAA for review/approval. August 31 is a firm deadline.
September - October 2025	Oct 31	Departments work with faculty member on any corrections needed for CV/Candidate Impact Statement
November - December 2025		Internal/External letter collection
January 2026		Executive Committee Review
February 2026	Feb 15	Department Chairs prepare Chair Statements for dossiers. February 15th is a firm deadline.
March 2026	March 1	Complete dossier due to OFAA. March 1st is a firm deadline.
March – May 2026		OFAA, APT, and Dean review of dossiers
August 2026	August 1	UT President's Committee decisions provided to Dean
September 2026	Sept 1	Promotion effective date