

Appendix B
LOG FOR PROMOTION AND TENURE DOSSIER AND DOCUMENTS

Candidate Name: _____

Department: _____

FROM	TO	NAME	SIGNATURE	DATE	DEADLINE
1. Candidate	Department Chair				Jan 31
2. Department Chair	Department Ad Hoc Committee Chair				Feb 3
3. Ad Hoc Committee	Department Chair				Feb 15
4. Department Chair	Dean				Feb 20
5. Dean	UMES Faculty Promotion & Tenure Committee, with notification to the Provost				Mar 1
6. UMES P & T Committee	Provost				Apr 15
7. Provost	President				May 1
8. President	Candidate				May 15 or current USM policy date