

Third-Year Renewal: General Guidelines

The following information comes from the website of the Office of the Provost and Executive Vice President. It suggests the month-by-month timeline for those faculty members preparing for a third-year review for renewal; the wording is from the provost's website. The information was accurate as of April 2016; go to <http://provost.gmu.edu/department-chair-resources/critical-dates/> for updates.

September

- Timeline / schedule sent from the Office of the Provost and Executive Vice President

October

- Report all candidates to Dean's Office for forwarding to the Office of the Provost and Executive Vice President

November

- Set up department committee
- Dossiers from candidates due

December

- Faculty review cases
- Recommendation and letters from faculty review committee due

January

- Recommendation and letters from faculty review committee due (*not clear why this is repeated*)
- Department vote (if needed)
- Letter to Dean – due end of January