M E M O R A N D U M

TO: Deans and Chairs

FROM: Office of the Provost

DATE: January 8, 2024

SUBJECT: 2024-2025 Teaching, Research, Clinical, Library (TRCL) Faculty Promotion Schedule

The schedule for the 2024-2025 TRCL faculty promotion process is outlined below:

To view previous TRCL faculty promotion schedules please Click Here.

List of eligible faculty for TRCL faculty promotion in 2023-2024 e-mailed to chairs and deans:	February 16, 2024
Department Chairs submit list of TRCL promotion candidates to **panther180@fiu.edu**:	March 31, 2024
Candidates submit application using Panther180:	April 1, 2024 – August 26, 2024
Units submit names of department committee chairs and/or department reviewers to **panther180@fiu.edu**:	August 14, 2024
Candidates reminder to submit application using Panther180:	August 26, 2024
Panther180 administration of evaluation workflow and access:	August 27-30, 2024
Department Chairs files available for review (attach external letters)* for departmental review:	August 31, 2024
Department Chairs release TRCL promotion files for departmental review:	September 5, 2024
Department Committee TRCL promotion files available for review:	September 6, 2024
Department Committee Chairs submit TRCL promotion recommendations:	October 7, 2024
Department Chairs TRCL promotion files available for review:	October 13, 2024
***Units s**ubmit list of college committee members and/or college reviewers to **panther180@fiu.edu**:	October 28, 2024
Department Chairs submit TRCL promotion recommendations:	November 8, 2024
***College Committee** TRCL promotion files available for review:	November 14, 2024
***College Committee Chairs** submit TRCL promotion recommendations:	December 6, 2024
Deans TRCL promotion files available for review:	December 12, 2024
Deans submit TRCL promotion recommendations:	January 20, 2025

Provost TRCL promotion files available for review:	January 26, 2025
Provost submits TRCL Faculty Promotion decisions:	**March 19, 2025****

Candidates and reviewers will access applications using Panther180 and will login with their FIU MyAccounts credentials. Once a letter of evaluation is submitted, the candidate has 5 calendar days to submit a rebuttal (should they choose to do so). These five days are automatically allocated and cannot be bypassed once the process has been initiated. Once five days have passed since the submission of the letter, the file will then progress to the next stage of review. Please note that all submission deadlines should be followed unless otherwise communicated.

*If applicable, based on department/unit guidelines
**Date is subject to change depending on the volume of applications.