

MEMORANDUM



TO: Deans and Chairs
FROM: Office of the Provost
DATE: January 13, 2025
SUBJECT: Spring 2025 Third Year Review

The schedule for the Spring 2025 Third Year Review process is outlined below:

Notification of faculty who are eligible for <u>third year review</u> e-mailed to chairs and deans:	January 27, 2025
Candidates submit application using Panther180:	February 3, 2025 – March 3, 2025
Units submit names of department committee members and/or department reviewers	February 17, 2025
Department Chairs release <u>third year review</u> files for departmental review:	March 10, 2025
Department Committee Chairs submit <u>third year review</u> appraisals:	March 25, 2025
<u>Third Year Review</u> files available for Department Chair's review:	April 2, 2025
Department Chairs submit <u>third year review</u> appraisals:	April 18, 2025
<u>Third Year Review</u> files available for the College Dean's review:	April 28, 2025
College Deans submit <u>third year review</u> appraisals:	May 19, 2025
<u>Third year review</u> files available for the Provost's review:	May 30, 2025
Provost submits <u>third year review</u> appraisals:	July 18, 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.

***Date is subject to change depending on the volume of applications.**