



MEMORANDUM

TO: Dr. Mike Dishman
Mr. Clint Samples
Ms. Blynne Olivieri
Dr. Renee Butler
Dr. Christopher Johnson
Dr. Brad Yates
Dr. Imelda Reyes
Dr. Karen Owen

FROM: Dr. Jon Preston
Provost and Senior Vice President for Academic Affairs

DATE: April 03, 2025

RE: AY2025-2026 Post Tenure Review and
AY2026-2027 Recommendations for Promotion and/or Tenure

REMINDER

The most current criteria and P&T requirements in effect at the beginning of AY25 must be utilized, including any updated department/program and college/school criteria. If College/School/department/program criteria are being revised and were not officially adopted as of the beginning of AY25, those are not required. Please convey this to any faculty who are undergoing P&T review. Faculty are required to address student success and any updated P&T elements.

For PTR, this cycle follows the updated process 104.02 in the current Faculty Handbook. Faculty under PTR are required to address student success.

By September 2, 2025

Submit a list of candidates for promotion and/or tenure, as well as, a list of those faculty members slated for post-tenure review to the Provost and Vice President for Academic Affairs. You must submit the names of all faculty members who begin the process regardless whether they are approved or not approved or whether the request was withdrawn by the candidate. Enclosed for your information is a list of faculty members eligible for tenure.

By December 2, 2025

Please review the Post-Tenure Review Guidelines found in the University of West Georgia *Faculty Handbook, Section 104.02*.

The post tenure review process must be completed by **December 2, 2025**.

Per section 104.0206E, it is the responsibility of each Dean to convene the initial meeting of the Post-Tenure Review Advisory Committees. Further note, that when a department chair or unit supervisor is under review, if a plan for faculty development is established, those plans must be forwarded to the Provost and Vice President for Academic Affairs (104.0207).

By December 18, 2025

Enclosed are forms for you and your departments' use in submitting promotion and tenure recommendations for the coming year. Please print these forms and obtain the appropriate signatures. We must have original signatures on the forms provided. Remind each department chair to review carefully the procedure as described in the *Faculty Handbook*, Section 103. The signed form can then be uploaded back into the e-dossier.

Once you have reached your promotion and tenure recommendations, please forward the e-dossiers to my office.