



Department of Medicine
Promotion and Tenure Timeline (DRAFT 05.12.2023)
 AY 2024

Action Item	Action Date
Division Heads / Institute Directors to consider faculty eligibility for promotion or tenure Preliminary document preparation	January - May
DoM P&T Primer (Open to all interested faculty/division heads/managers)	March 22
<u>CANDIDATE DEADLINE</u> 1. OHSU formatted Curriculum Vitae 2. OHSU formatted Educator's Portfolio <u>DIVISION CHIEF / INSTITUTE DIRECTOR DEADLINE</u> 3. Division Head / Institute Director Candidate Promotion Request Form	May 31
Feedback from P&T Chair / DOM Chair on provisional readiness for promotion or tenure	Late June / early July
Required DoM P&T workshop for candidates	July 12
<u>CANDIDATE DEADLINE – final documents</u> (<i>PDF version, entitled with appropriate nomenclature</i>) 1. OHSU-formatted CV (Updated) 2. OHSU-formatted Educator's Portfolio (Updated) & teaching evaluation "source documents" 3. Candidate Personal Statement 4. Time & Effort ("T&E") and current position description 5. Referee form (list of internal & external letter writers) 6. Copy of most recent <u>FOUR</u> Annual Reviews (provided by Division Head/Institute Director)	August 15
DOM P&T Committee meeting	Late October – date TBD
Feedback from DOM P&T Chair to Division Heads / Institute Directors and to candidates	Early November – date TBD
<u>CANDIDATE DEADLINE</u> Submission of requested revisions - <u>final documents</u> (<i>PDF version, entitled with appropriate nomenclature</i>)	Mid November – date TBD