



**WAYNE STATE  
UNIVERSITY**

**College of Fine, Performing and Communication Arts  
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**2025-2026 PROMOTION CALENDAR  
for Tenured, Tenure-Track, and Teaching Faculty**

**NOTE: Formal notice of INTENT TO APPLY FOR PROMOTION is due to Department Chairs on March 1st of the year preceding the review.**

**6 January 2025:** Classes Begin

**7 February 2025 (2:00-3:00):** Tenured and tenure-track faculty Promotion & Tenure workshop.

**14 February 2025 (2:00-3:00):** Teaching faculty Promotion workshop.

**1 March 2025:** Candidates for P&T consideration or promotion to Associate Professor with tenure, Associate Professor of Teaching or Professor/Professor of Teaching request consideration by submitting a Notification Form to Department Chair.

**1-3 March 2025:** Chairs submit to Associate Dean a list of all candidates for 6th and 7th year P&T review and promotion review (both tenure-track and teaching faculty). All applicants should review the appropriate PDFs and SmartPath orientation videos at: <https://provost.wayne.edu/resources/academic-personnel/promotion-tenure>

**March 2025:** Applicants meet with their department chairs to review department and university factors along with guidelines and instructions for the preparation of application materials.

**Early April 2025:** Department Chairs consult Department P&T Committees on the selection of External Evaluators, plus internal evaluators for teaching faculty.

**21 April 2025:** Classes End

**April-May 2025:** Candidates submit materials for Evaluators' reviews to Department Chair by May 1. • Candidates and Department Chair discuss list of evaluators.

- Final list of Evaluators is determined by Chair in consultation with Department P&T Committee.
- Department Chairs contact Evaluators and distributes candidates' materials with instructions.

**18 August 2025:** University Year Appointments Begin

**25 August 2025:** (Classes Begin) Candidates for promotion review submit finalized materials to Department Chairs. • Evaluator letters due to Department Chair.

**12 September 2025:** Candidates' materials made available to Department P&T Committees.

**17 October 2025:** Department P&T Committees' recommendations completed and forwarded to Department Chairs.

**31 October 2025:** Department Chairs' recommendations completed. • Chair notifies candidates of review status via memo. • Materials of candidates receiving positive recommendations due in Dean's Office.

**7 November 2025:** Candidates' files available for College P&T Committee review.

**10 November - 10 December 2025: College P&T Committee Meetings (exact dates TBA)**

**19 December 2025:** (Classes End) College P&T Committee recommendations completed and submitted to the Dean.

**12 January 2026:** Classes Begin

**7 January 2026:** Materials of candidates receiving positive recommendations due in Provost's Office. • Associate Dean notifies candidates of application review status.

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The Provost and Academic Senate Policy Committee select the final names for the 32-member University P&T Committee from the slate of Article XXX nominees submitted by the colleges.

For WSU and AAUP/AFT Promotion and Tenure Contractual Information, see p. 62-65 at [aaup\\_collective\\_bargaining\\_agreement.pdf \(wayne.edu\)](#)

For comprehensive WSU Promotion and Tenure procedures and documents for Tenure-Track and Teaching Faculty, see <http://provost.wayne.edu/resources/promotion-tenure.php>