

## **Academic Affairs**

### **Promotion and Long-Term Contract Timeline for Clinical Faculty**

#### **Year 1**

Establish **mentor relationship(s)**  
Submit **Annual Review** by Jan 15  
Review School of Education promotion and long-term contract **criteria**.  
Review Academic Rights, Responsibilities and Authority of Candidate as set forth in the **IU Academic Handbook**

#### **Year 2**

Submit **Annual Review** by Jan 15

#### **Year 3**

Submit **Annual Review by** Jan 15  
Submit the dossier to dept chair for **Third Year Review** by dept committee by Jan 15  
Meet with chair to discuss dept committee feedback on **Third Year Review**  
Debrief **Third Year Review** with P&T committee

#### **Year 4**

Submit **Annual Review by** Jan 15

#### **Year 5**

Submit **Annual Review by** Jan 15  
Chair submits a completed **vita** and optional **Candidate's Statement** by April 15

#### **Year 6**

Submit **Dossier** for promotion or long-term contract Review to Department by August 15  
**Chair and Department Vote** goes to Exec Associate Dean by Sept 15  
**School Committee Vote** goes to School of Education Dean by Oct 15  
Submit **Annual Review by** Jan 15

Note: This timeline applies to all Clinical Faculty hired after November 15, 2004.