**Protocol for the Review for Promotion and/or Tenure of Dossiers of Candidates from the Division of Education IUPUC**

**Dossier Submitted by Candidate, an Education Faculty Member**

Dossier is reviewed by a committee composed of all IUPUI/IUPUC tenured Education Faculty AND, IF NEEDED tenured faculty in the candidate's area from IUB SOE and/or outside of Ed at IUPUC. The Head of the Division of Education IUPUC participates in this meeting as a non-voting member. One member of the committee presents the case of the candidate. Discussion follows the presentation and then the Committee votes. The Chair of the Committee writes a letter describing the content of the discussion and reporting the vote of the committee. No recommendation is included in this letter, which is added to the dossier.

**Dossier is submitted to the Head of the Division of Education IUPUC**

Head of the Division of Education IUPUC reviews the Dossier and and writes a letter which includes a recommendation for or against the tenure and/or promotion of the candidate and supports that recommendation. This letter is included in the Dossier.

**Dossier is submitted to the Executive Associate Dean of the IUPUI SOE**

Executive Associate Dean of IUPUI SOE reviews the Dossier and and writes a letter which includes a recommendation for or against the tenure and/or promotion of the candidate and supports that recommendation. This letter is included in the Dossier.

**Dossier is submitted to the School of Education Promotion and Tenure Committee**

The Dossier is reviewed by members of the committee and discussion of the case is followed by a vote by the Committee. The Chair of the Committee writes a letter describing the content of the discussion and reporting the vote of the committee, including a vote recommending for or against the tenure and/or promotion of the candidate. This letter is added to the dossier.
The Dossier is submitted to the Dean of the SOE

Dean of SOE reviews the Dossier and and writes a letter which includes a recommendation for or against the tenure and/or promotion of the candidate and supports that recommendation. This letter is included in the Dossier.

Dossier is submitted to the Vice Chancellor and Dean of IUPUC

Vice Chancellor and Dean of IUPUC reviews the Dossier and and writes a letter which includes a recommendation for or against the tenure and/or promotion of the candidate and supports that recommendation. This letter is included in the Dossier.

Dossier is submitted to the IUPUI Promotion and Tenure Committee

The Dossier is reviewed by members of the committee and discussion of the case is followed by a vote by the Committee. The Chair of the Committee writes a letter describing the content of the discussion and reporting the vote of the committee, including a vote recommending for or against the tenure and/or promotion of the candidate. This letter is added to the dossier.

THEN WE WAIT...