Texas A&M University
College of Marine Sciences & Maritime Studies

Faculty Cycle Evaluations Workflow

August 2024

SPRING

FALL

Deadline: February 1st	Deadline: April 1st	Deadline: April 15th	Deadline: May 31st	Deadline: September 15th	Deadline: September 30th	Deadline: October 31st	Deadline: November 30th

STEP 1: Faculty submit activity report to Dept Head

STEP 2: Dept Head has met with faculty for annual review

STEP 3: Dossier due for Cycle Evaluations*

STEP 4: External reviewers solicited, if applicable

STEP 5: Dept Review Committee submits report

STEP 6: Dept Head submits recommendation

STEP 7: College Review Committee submits report

STEP 8: Dean submits recommendation

Color Legend
- Faculty Member
- Department Head
- Dept Review Committee
- College Review Committee
- Dean

*Cycle Evaluations
- Mandatory Consideration, Tenure Track
- Promotion, Tenured
- Promotion, Academic Professional Track
- Mid Term Review, Tenure Track
- Mid Term Review, Academic Professional Track
- Post Tenure Review

Note: When a deadline falls outside of normal Monday-Friday 8am-5pm business hours (ie: weekends and holidays), faculty members, department heads and/or review committees may submit by the first business day following the published deadline.