

## How to Determine Tenure/Permanent Status Timeline

- UF's academic year is August 16 to August 15 for IFAS 12-month faculty.
  
- If your hire date is between January 1 and November 7, inclusive, your first academic year begins August 16 of that calendar year.
  
- If your hire date is between November 8 and December 31, inclusive, your first academic year begins August 16 of the following calendar year.
  
- The tenure/permanent status progress assessment packet is submitted to IFAS Personnel in the summer of the third academic year.
  
- Under current UF practice, the tenure/permanent status packet is submitted to IFAS Personnel no later than the October following the end of your fifth academic year.
  
- Faculty may submit for tenure or permanent status "when ready" as determined by the body of work produced and level of support from the dean(s) and unit leader(s).

For example:

Sarah Meredith was hired as an Assistant Professor on October 5, 2001. She would have submitted her progress assessment packet the summer of 2004. Under current UF practice, she should submit her tenure and promotion packet to IFAS Personnel no later than the fall of 2006. Tenure, if awarded, would be effective July of 2007.

Academic Year	Sarah's timeline
01 – 02	1 <sup>st</sup> year
02 – 03	2 <sup>nd</sup> year
03 – 04	3 <sup>rd</sup> year
04 – 05	4 <sup>th</sup> year
05 – 06	5 <sup>th</sup> year
Fall 06	packet submitted
July 07	tenure awarded

Sam Roberts was hired as an Extension Agent I on December 12, 2001. He will submit his progress assessment packet the summer of 2005. Under current UF practice, he should submit his permanent status and promotion packet to IFAS Personnel no later than the fall of 2007. Permanent status, if awarded, would be effective July of 2008.

Academic Year	Sam's timeline
01 – 02	xxxxxx
02 – 03	1 <sup>st</sup> year
03 – 04	2 <sup>nd</sup> year
04 – 05	3 <sup>rd</sup> year
05 – 06	4 <sup>th</sup> year
06 – 07	5 <sup>th</sup> year
Fall 07	packet submitted
July 08	permanent status awarded

***Information based on UF Rule 6C1-7.019 Academic Affairs; Tenure and Promotion***

To determine a faculty member's timeline, indicate the date the faculty member was hired into the current tenure- or permanent status-accruing position:

Hire date: \_\_\_\_\_

Follow the guidelines above and track the progress on the following chart:

<b>Academic Year</b>	<b>Timeline</b>
00 – 01	_____
01 – 02	_____
02 – 03	_____
03 – 04	_____
04 – 05	_____
05 – 06	_____
06 – 07	_____
07 – 08	_____
08 – 09	_____
09 – 10	_____
10 – 11	_____
11 – 12	_____