



Reappointment Procedures for Assistant Professors Guidelines, July 2023

New Assistant Professors are typically appointed in a probationary tenure status for three years. At the end of this period, the individual is evaluated for promotion to another three-year term.

University guidelines on reappointments can be found here:

[University reappointment process](#)

The following are the College-level procedures for reappointment of Assistant Professors:

1. Following department/unit procedures (considering research, teaching and service), the tenured faculty of the department/unit hold a confidential vote on the reappointment.
2. After the vote, the chair sends the recommendation letter along with the faculty CV (packaged into one pdf document) to the Senior Associate Dean. The letter describes the result of the faculty vote and makes a recommendation for or against reappointment.
3. The Senior Associate Deans and the Dean review these materials and vote on reappointment.
4. The Senior Associate Dean communicates the result of this vote to the chair as well as the College Human Resources Director.
5. In the event of a negative recommendation, [University guidelines](#) are followed.