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- ! The Primary file & Appendix file application materials should include divider sheets & tabs separating each section.
- ! Personnel applications should only include materials for the applied action, during the relevant time served at Valdosta State University.
- ! All materials should be arranged in reverse chronological order.

# College of the Arts - Policies and Procedures for Tenure, Promotion & Evaluation of Faculty Tenure and Promotion Materials ! Preparation/Submission Guidelines

Tenure and/or Promotion applications should only include materials for the applied action, during the relevan

# College of the Arts! Policies and Procedures for Tenure, Promotion and Evaluation of Faculty

#### Preface

Faculty should examine and become familiar with the policies and procedures within these documents:

- A. Georgia Board of Regents of the University System of Georgia Policies and Procedures regarding Evaluation of Faculty, Promotion and Tenure.
- B. Valdosta State University Tenure and Promotion Policies and Procedures.
- C. Faculty Evaluation Model (FEM) at Valdosta State Universidosta

College of the Arts!

Policies and Procedures for Tenure, Promotion and Evaluation of Faculty

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E. Impact on student achievement/performance.

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### **SECTION 3. SERVICE TO**

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### College of the Arts!

Policies and Procedures for Tenure, Promotion and Evaluation of Faculty

## Pre-Tenure/Third Year Review and Post-Tenure Review – Timeline/Protocol

All proposed dates in the Pre-Tenure/Third-Year Review and Post-Tenure Review timeline are subject to change contingent upon any revisions to the official University and College of the Arts schedule.

The COA Executive Committee or COA Administrative Committee sets and confirms a calendar of verified dates for the COA T&P Timeline. Each year, timeline dates are set and disseminated in the spring semester on or before the last class day.

#### Submission Timeline

On or before the fourth Monday in August,