

**2021 NTT THIRD-YEAR REVIEW PROCESS CALENDAR
COLLEGE OF THE ARTS
GEORGIA STATE UNIVERSITY**

February 8, 2021

Candidates provide a dossier of their review materials to their director. The director reviews the materials for conformity to the college and university NTT promotion manuals and school NTT guidelines.

February 15, 2021

The director forwards the dossier to the school's review committee, which will use the school's NTT faculty review guidelines to provide a written assessment of effectiveness in teaching and service to the school's director.

Composition of School Review Committees

For Lecturers, this is an elected school review committee composed of at least three faculty and must include both tenured faculty and senior lecturers or principal senior lecturers.

For Academic Professionals, this is an elected school review committee composed of at least three faculty and must include tenured faculty, senior academic professionals and/or principal senior lecturers.

March 12, 2021

The school's review committee provides assessment of effectiveness in teaching and service to the school's director by this date.

April 12, 2021

The school's director completes their written assessment of the candidate's effectiveness in teaching and service, which will include an assessment of the school's need for this position. The director will forward the dossier, the review committee's report, and their comments to the Office of the Dean by this date.

June 1, 2021

The dean will evaluate the materials and forward all review materials to the provost by this date. The dean will provide to the candidate their decision regarding reappointment by the date designated by the Board of Regents for contract renewal.

August 2021*

**Specific date subject to the provost's calendar*

The provost completes their review of the materials. The Office of the Dean provides a copy of the entire review, including any comments from the provost, to the faculty member. A conference will be held between the dean, the director, and the faculty member to discuss the results of the review and to make further recommendations to the faculty member.