

## **University of Florida 2017-18 Promotion & Tenure Guidelines Highlight Changes from 2016-17 Guidelines and Template**

The following areas have been changed from the 2016-17 “Guidelines” and “Template”

### **Template**

- Effort auto-populates from 2011; earlier years will have to be entered by candidate into template.
- Clarification in Section 22 that this section is for a summary of items noted elsewhere
- Updated URL in Section 24
- Note that any publications entered into the OPT data system as “Submitted” will auto-populate in Section 33.

### **Guidelines**

- All dates changed to reflect new cycle
- I.3 includes clinical assignment
- I.5 simplify wording
- I.8 note changes to packet for Distinguished Professor/Curator; adds “Curator”
- III.16-18 changed “President” to Provost” for approvals
- IV.4 reduces maximum chair’s letter pages from 4 to 3
- IV.6 notes that bio-sketch list must indicate whether reviewer from chair’s or candidate’s list
- V.2 note Assistant In series decisions made by dean or equivalent
- VI.2 adds URL for tenure on hire form
- New Section VIII for Distinguished Professor/Curator awards; Section IX Using the Template
- Appendix A clarifying language in description