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| **Action Item** | **Action Date** |
| Division Heads / Institute Directors to consider faculty eligibility for promotion or tenurePreliminary document preparation  | January - May |
| DoM P&T Primer (Open to all interested faculty/division heads/managers) | March 4 |
| **CANDIDATE DEADLINE**1. OHSU formatted curriculum vitae
2. OHSU formatted mentoring and coaching profile

**DIVISION HEAD / INSTITUTE DIRECTOR DEADLINE**1. Division Head / Institute Director Candidate Promotion Request Form
 | May 30 |
| Feedback from P&T Chair / DOM Chair on provisional readiness for promotion or tenure | mid June |
| Required DoM P&T workshop for candidates  | July 9 (provisional)  |
| **CANDIDATE DEADLINE – final documents** *(PDF version, entitled with appropriate nomenclature)*1. OHSU formatted curriculum vitae
2. OHSU formatted mentoring and coaching profile
3. Teaching evaluation “source documents”
4. Candidate Personal Statement
5. Referee form (list of internal & external letter writers)
6. Copy of most recent FOUR Annual Reviews (provided by Division Head/Institute Director)
 | August 15 |
| DOM P&T Committee meeting | October 27 (provisional)  |
| Feedback from DOM P&T Chair to Division Heads / Institute Directors and to candidates  | mid-November |
| **CANDIDATE DEADLINE**Submission of requested revisions - **final documents** *(PDF version, entitled with appropriate nomenclature)* | December 8 |