

Midterm Review and Progress to Promotion Review Procedures
Department of Economics

Adopted May 29, 2023
(12 votes in favor; 9 did not vote)

Tenure-Track Midterm Review:

This process, as specified by Article 19 of the UF-UFF [Collective Bargaining Agreement](#), is intended to assess the candidate's progress toward attaining tenure and provide suggestions and guidance for meeting those standards. The Department attempts to accomplish these goals in a way that is minimally burdensome on the candidate, but that offers robust and helpful feedback. The first step in this process is for the Department Chair and candidate to meet and discuss the Midterm Review and Tenure and Promotion processes, as well as answer any questions that the candidate may have. The candidate will then submit a dossier to the Department Chair. The Department Chair will promptly forward the dossier to all faculty who are eligible to participate in the review (defined below). The dossier must include:

1. A brief narrative that describes the candidate's planned research agenda going forward to the end of the tenure probationary period. Specifically, the candidate should describe any likely research projects in the next three years that are not apparent from his or her working papers.
2. A list of all published, accepted, under review, and working papers with extended abstracts and a description of the submission history and plans (for unpublished work) for each.
3. Any referee reports for unpublished papers.
4. All end-of-term course evaluations.
5. At least one peer review of teaching.
6. Other accomplishments that the candidate would like to list, such as, 1) scholarly books, 2) chapters in scholarly books, 3) invited talks and research presentations, 4) presentations at professional conferences, 5) research grant applications and awards, 6) other awards, 7) honors, and 8) ad hoc reviewing for and service on the editorial boards of leading journals.

The dossier will be reviewed by all tenured faculty in the Department. There is no faculty vote to pass a candidate on Midterm Review. Instead, the tenured faculty share observations and guidance regarding the candidate's progress toward meeting [Department's expectations for successful tenure and promotion](#). The Chair will summarize this review and provide his or her own assessment. The Chair will share this summary with the candidate. The Chair will also share this summary, along with the candidate's dossier, with the Dean. The Dean will write a separate evaluative letter to the candidate.

Non-Tenure-Track Progress-to-Promotion Review:

This process, as specified by Article 19 of the UF-UFF Collective Bargaining Agreement, is intended to assess the candidate's progress toward promotion and provide suggestions and guidance for meeting those standards. The Department attempts to accomplish these goals in a way that is minimally burdensome on the candidate, but that offers robust and helpful feedback. The first step in this process is for the Department Chair and candidate to meet and discuss the Progress-to-Promotion Review and Tenure and Promotion processes, as well as answer any questions that the candidate may have. The candidate will then submit a dossier to the Department Chair. The Department Chair will promptly forward the dossier to all faculty who are eligible to participate in the review (defined below). The dossier must include:

1. A brief but thorough (e.g., 750-word) narrative describing the candidate's efforts and accomplishments in the areas of instruction and advising, broadly defined.
2. All end-of-term course evaluations.
3. At least two peer reviews of teaching.
4. Other accomplishments that the candidate would like to list: 1) scholarly articles or books, 2) chapters in scholarly books, 3) invited talks and research presentations, 4) presentations at professional conferences, 5) research grant applications and awards, 6) other awards, 7) honors, and 8) ad hoc reviewing for and service on the editorial boards of leading journals.

The dossier will be reviewed by all faculty in the Department who, based on their current rank, are eligible to vote on the candidate's next promotion. There is no faculty vote to pass a candidate on Progress-to-Promotion Review. Instead, the reviewing faculty share observations and guidance regarding the candidate's progress toward meeting [Department's expectations for successful promotion](#). The Chair will summarize this review and provide his or her own assessment. The Chair will share this summary with the candidate. The Chair will also share this summary, along with the candidate's dossier, with the Dean. The Dean will write a separate evaluative letter to the candidate.