NOVEMBER <u>REAPPOINTMENT</u>

The following checklist is for all faculty entering the reappointment process in November. This pertains ONLY to:

1. <u>Newly hired non-tenure Assistant Professors</u>

Newly hired Assistant Professors must undergo reappointment in their first year of LCOM in the November RPT cycle (i.e., any faculty hired in the calendar year PRIOR to the current November RPT cycle year, e.g., hired in 2028, first reappointment would be November 2029, a 6 month notice of reappointment.

2. **<u>Assistant</u>** Professors on the Tenure Pathway undergoing **2nd reappointment** for tenure.
3. **<u>Associate</u>** Professors on the Tenure Pathway undergoing their **only reappointment** for tenure.

<u>Required Actions</u>

1. <u>Newly hired non-tenure Assistant Professors</u>
   - LCOM Standard Annual Review Form
   - Candidate's CV in LCOM Standardized Format
   - <u>SUBMIT HARDCOPY **ONLY**</u>

2. <u>Assistant Professors on the Tenure Pathway</u> undergoing 2nd reappointment for tenure.
   - UVM Green Sheets
   - LCOM Standard Annual Review Form
   - Candidate's CV in LCOM Standardized Format
   - <u>SUBMIT **PDF AND HARDCOPY**</u>

3. <u>Associate Professors on the Tenure Pathway</u> undergoing their only reappointment for tenure.
   - Completed UVM Green Sheets
   - LCOM Standard Annual Review Form
   - CV in LCOM Standardized Format
   - <u>SUBMIT **PDF AND HARDCOPY**</u>

University Green Sheets https://www.uvm.edu/sites/default/files/UVM-Faculty-Affairs/RPT_Green_Sheets_rev_02-03-23.docx

Bookmarks for Tenure Pathway reappointments
https://www.med.uvm.edu/docs/bookmarks_for_tenure_reappointments/faculty-affairs-documents/bookmarks_for_tenure_reappointments.pdf?sfvrsn=672a040a_0

Deadline: All reappointment dossiers are due to the Office for Faculty on the first working day in November

Terms of Appointment – the following table shows the years between appointments.

	Clinical Scholar	Research Scholar	Education Scholar	Tenure
Professor	6	6	6	NA
Associate	4	4	4	2, 2, or NA
Assistant	2	2	2	3, 3, 3
Instructor/ Research Associate	1	1	1	NA

The University of Vermont

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