



COASTAL CAROLINA UNIVERSITY

Office of the Dean

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College of Humanities and Fine Arts

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TO: All Eligible Faculty
FROM: Claudia Bornholdt, Dean, Edwards College of Humanities and Fine Arts
DATE: May 5, 2023

SUBJECT: **EDWARDS COLLEGE OF HUMANITIES AND FINE ARTS 2023-2024
PROMOTION TO SENIOR & PRINCIPAL LECTURER**

**Friday,
September 15, 2023** Notification in writing from eligible candidates of intention to seek promotion.

**Week of
February 5, 2024** Candidates submit URL link to the Dean for check that the file content is complete.

**Friday,
February 9, 2024** Candidate file due to the Department Chair (in Anthology). Chair prepares evaluation letter.

**Friday,
February 23, 2024** Department Chair Letter due to the Dean's Office.
Peer Review Committee begins review.

**Friday,
March 15, 2024** Recommendations of the Peer Review Committee due in the Dean's Office.

**Friday,
April 5, 2024** The Dean's summary review and file due in the Provost's Office.

**Friday,
April 19, 2024** Recommendation to the University President.

May, 2024 President's Recommendation to the Board of Trustees.