



Appointments and Promotions Committee
Robert Goldsteen, DO, FACP, Chair

2025-2026 A & P Timeline*

Proposed 2025-2026 A & P Timeline

July 14, 2025: Dean announces the timeline for the academic year.

October 6, 2025: Candidates' Statement of Intent letter and CV to their Department Chair (on paper and electronically)

October 13, 2025: Confirmation of intent from the Departmental Chair to the A & P Chair along with the candidate current CV.

October 14, 2025 (Tuesday)*: Promotion Instructions provided via electronic communication from A&P Chair to the candidate and the department chair.

November 10, 2025: Candidate provides a list of 3-5 potential external reviewers with a short paragraph of the common relationship by electronic communication to A&P Committee Chair, including names and complete contact information (Name, academic affiliation, physical address, e-mail address, office, and cell telephone numbers)

December 8, 2025: Portfolio due to department Chair with single PDF file with bookmarks. Within 6 weeks one paper copy is delivered to the Chair of the Committee.

January 5, 2026: Portfolio due to the A & P committee.

January 19, 2026: Portfolio due to the External Reviewers electronic version as a single PDF file with bookmarks (secure sight for review)

February 23, 2026: Portfolio review due to the A & P Committee from the External Reviewers.

March 30, 2026: A & P Candidate report(s) due to the Dean.

April 27, 2026: Final determination by Dean and Letter from Dean to the candidate(s).

May 11, 2026: Appeal (if applicable) Letter to the President (on paper and electronically).

June 8, 2026: Final decision by President; Letter from President to the candidate.

July 1, 2026 (Wednesday) *: Promotions granted effective

***All dates fall on a Monday unless otherwise noted**

except Oct 14th 2025 and July 1, 2026

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