

## Streamline committee workflows and enhance academic staff reviews

Interfolio's Review, Promotion & Tenure module streamlines your institution's committee-based workflows — including academic staff annual reviews, promotions, internal awards and tenure processes. Secure, transparent and configurable, it helps manage evaluations, documentation and committee collaboration with ease, so your decisions are timely, fair and enhanced with authoritative data.



*“Specifically, we saw overall file preparation decrease from taking 24 hours of administrative time per file to just 2.5 hour per file in RP and T.”*

**Gabriel Lopez**

Director of Academic Policy and Family Programs, University of California, San Diego



Efficient and consistent committee workflows and processes



Drive fair and transparent evaluation of academic staff



Enhanced candidate clarity and experience



Coordinate documentation collection and evaluation



Reduced administrative burden





### Tailored for committee-based processes

- Built specifically for the nuances of committee-based processes in higher education — unlike generic workflow or HR tools.
- Reduce manual tasks and administrative overhead for candidates, leadership, faculty affairs offices and committees.



### Comprehensive workflow automation

- Standard pathways, reminders and approvals across committees and leadership roles to keep processes on track and transparent.
- Streamline committee workflows with role-based access and communication tools.
- Customize workflows, criteria and review stages to align with institutional and school policies as well as evolving best practices.



### Secure, centralized document management

- Securely collect, organize and archive all materials — CVs, letters, statements and evaluations — in one accessible platform.



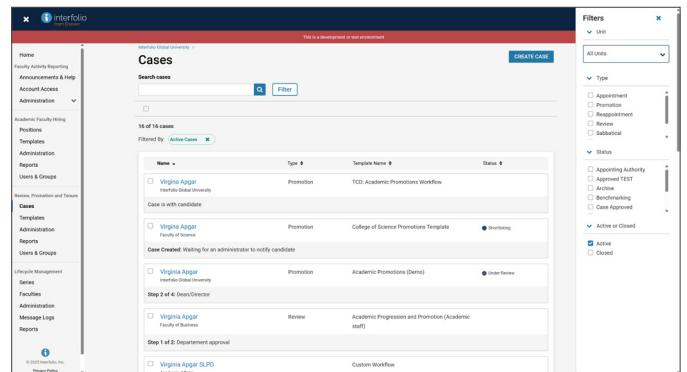
### Enhanced collaboration, transparency, security and compliance

- Materials are available to the right people at the right times, with detailed workflows and user permission controls.
- Provide academic staff and committee members with clear visibility into process steps, deadlines and decision outcomes.
- Clear guidance and transparency for academic staff throughout the review and promotion process.
- Protect sensitive data and maintain institutional standards.



### Data-enhanced reporting, compliance and decisions

- Generate audit trails and reports to support fair evaluations, standard pathways and institutional planning.
- Enhance efficiency and decisions with actionable insights for leadership and committees.



## About Interfolio

The Interfolio Faculty Information System enables academic leaders to achieve strategic success and drive institutional impact. Trusted by more than 425 institutions worldwide, Interfolio streamlines processes for academic staff hiring and recruitment, academic appointments and timelines, activity data reporting, and reviews and promotions.

For more information about the Interfolio Faculty Information System, contact us at [elsevier.com/products/interfolio/contact-us](https://elsevier.com/products/interfolio/contact-us)

