2018 UPDATE
Circulating Tenure Dossiers

What has changed?

Last year, for the first time, units were encouraged to share tenure dossiers with Tenure Committee members either as hard copy (the traditional approach), or through specific alternative (electronic) mechanisms.

This is an update on the circulation methods that can appropriately be used in 2018-19.

LAST YEAR	THIS YEAR
1. Hard Copy	**1. Hard Copy**
2a. Hardware Encrypted USB Key	**2a. Hardware Encrypted USB Key**
2b. Blackboard (the Portal)	**2b. OneDrive within Microsoft Office 365**
2c. OneDrive within Microsoft Office 365	

The initial tenure dossier circulation materials are revised, with the Blackboard option removed. Pending full rollout of other Microsoft Office 365 features, we may have more options next year.

The materials also include other minor updates in the interest of clarity.

- Guidelines — Tenure Dossier Circulation 2018-19
- 1. Hard Copy — Tenure Dossier Circulation 2018-19
- 2a. Encrypted USB Key — Tenure Dossier Circulation 2018-19
- 2b. OneDrive O365 — Tenure Dossier Circulation 2018-19

If you have any questions on these methods of circulating tenure dossiers, please contact the VPFAL Office at vp.fal@utoronto.ca.