

TENURE AND PROMOTION CALENDAR

2007-2008 ACADEMIC YEAR

DATE DUE	DUE FROM	DUE TO	DESCRIPTION
09/1	PROVOST		Publish Tenure and Promotion calendar for the academic year (PPS 8.10)
09/17	ELIGIBLE FACULTY	CHAIR/DIRECTOR	Notification, in writing, of intent to apply for Tenure and/or Promotion. Faculty who fail to inform the chair by September 15 will not be considered in the year's cycle.
09/18	CHAIR/DIRECTOR	PERSONNEL COMMITTEE, DEAN	Submit list of Tenure and Promotion candidates
09/19	DEAN	PROVOST	Submit list of Tenure and Promotion candidates
10/15	FACULTY	CHAIR/DIRECTOR	Complete Tenure and Promotion files submitted. Faculty who do not submit material by October 15 will not be considered during the cycle.
11/1	CHAIRS/ DIRECTORS VIA DEANS	PROVOST	Names of nominees for College Review Groups and Outside College Review Groups
11/15	PERSONNEL COMMITTEE	CHAIR/DIRECTOR	The Personnel Committee will have reviewed each candidate's application and documentation, voted and submitted recommendations to the chair/director.
11/15	PROVOST	FACULTY	Notify those selected for College Review Groups and Outside College Review Groups
12/3	CHAIR/DIRECTOR	DEAN	Submit Tenure and Promotion recommendations
Within 3 class days of decisions	CHAIRS/ DIRECTORS	CANDIDATES DENIED BY PERSONNEL COMMITTEE AND CHAIR/DIRECTOR	Notification to Tenure and Promotion candidates whose applications were denied by both Personnel Committee and Chair/Director
Within 7 class days of notification	FACULTY SEEKING TO APPEAL	UNIVERSITY OMBUDSMAN	Appeals filed by any Tenure and Promotion candidate appealing denial by Personnel Committee and Chair/Director
02/11	COLLEGE REVIEW GROUP AND DEANS	PROVOST	The College Review Group and Dean will have completed the review of all candidates, and the Dean will submit his/her recommendations, along with those of the Review Group, to the Provost with completed tracking forms and summary sheets for all eligible faculty

DATE DUE	DUE FROM	DUE TO	DESCRIPTION
Within 3 class days of decisions	DEAN	CANDIDATES DENIED BY COLLEGE REVIEW GROUP AND DEAN	Notification to Tenure and Promotion candidates whose applications were denied by both College Review Group and Dean
Within 7 class days of notification	FACULTY SEEKING TO APPEAL	UNIVERSITY OMBUDSMAN	Appeals filed by any Tenure and Promotion candidate appealing denial by College Review Group and Dean
03/3	PROVOST	PRESIDENT	Forward Tenure and Promotion recommendations
04/1	PRESIDENT	PROVOST	Forward Tenure and Promotion recommendations to Board of Regents
04/30	PROVOST	ELIGIBLE FACULTY	Notification of President's Tenure and Promotion recommendation to the Board of Regents
05/1	CHAIR/DIRECTOR	FACULTY AND DEAN	List of faculty members eligible for consideration in 2008-2009 Tenure and Promotion process
06/2	PROVOST	FACULTY	Notification of Board of Regents action on Tenure and Promotion recommendations (Administrative Memorandum)
08/15	PROVOST		Establish the calendar for the tenure and promotion cycle for the coming academic year.