**TENURE AND PROMOTION CALENDAR**

**PPS 8.10**

**2015-2016 ACADEMIC YEAR**

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| **DATE DUE** | **DUE FROM** | **DUE TO** | **DESCRIPTION** |
| **9/15** | CHAIR/DIRECTOR | PERSONNEL COMMITTEE, DEAN | Submit list of Tenure and Promotion candidates |
| **9/22** | 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. |
| **11/3** | CHAIRS/  DIRECTORS VIA DEANS | PROVOST | Names of nominees for College Review Groups and Outside College Review Groups |
| **11/17** | PERSONNEL COMMITTEE | CHAIR/DIRECTOR | The Personnel Committee will have reviewed each candidate’s application and documentation, voted and submitted recommendations to the chair/director. |
| **11/23** | PROVOST | FACULTY | Notify those selected for College Review Groups and Outside College Review Groups |
| **12/1** | 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 |
| **2/8** | 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 |
| **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 |

Tenure and Promotion Calendar 2

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| **DATE DUE** | **DUE FROM** | **DUE TO** | **DESCRIPTION** |
| **3/4** | PROVOST | PRESIDENT | Forward Tenure and Promotion recommendations |
| **4/8** | PRESIDENT | PROVOST | Forward Tenure and Promotion recommendations |
| **4/29** | PROVOST | ELIGIBLE FACULTY | Notification of President’s Tenure and Promotion recommendation to the Board of Regents |
| **5/2** | CHAIR/DIRECTOR | FACULTY AND DEAN | List of faculty members eligible for consideration in 2015-2016 Tenure and Promotion process |
| **5/31** | PROVOST | FACULTY | Notification of Board of Regents action on Tenure and Promotion recommendations |
| **6/1** | PROVOST |  | Publish Tenure and Promotion calendar for the academic year |
| **6/1** | ELIGIBLE FACULTY | CHAIR/DIRECTOR | Notification, in writing, of intent to apply for Tenure and/or Promotion. Faculty who fail to inform the chair by June 1 will not be considered in the year’s cycle. |

Revised 5/15