

Calendars for Tenure, Promotion, and Certificate of Continuous Employment 2019-2020

Candidates for Tenure, Concurrent Tenure and Promotion (all ranks), and CCE

Consideration by Department begins for candidates in the 6 th year (if on tenure-track) or 4 th year (if on CCE line). Interfolio cases should be open for candidates	March 5, 2019
Review packets sent to outside evaluators through Interfolio.	May 8, 2019
External letters of evaluation due.	August 27, 2019
Department recommendations due to School Deans with supporting materials move through Interfolio. Notification of candidates by Department Chair.	September 11, 2019
School recommendations to the President and Provost. Two hard copies of candidates' materials should be forwarded to the Provost Office and cases should be moved through Interfolio to the Provost Office review step.	September 27, 2019
President charges Tenure Appeals Subcommittee.	October 22, 2019
Appeals Subcommittee report to FP&B.	October 29, 2019
Vote by FP&B on tenure, concurrent tenure and promotion, and CCE.	November 5, 12, 19, 26, 2019
Candidates not recommended for tenure/reappointment must receive notification.	November 26, 2019

Candidates for promotion only (not concurrent with tenure)

Nominations to Department P&B and requests for consideration due.	April 2, 2019
Preliminary review of credentials and notification by Department P&B. Promotion review packets sent to external evaluators.	May 1, 2019
External evaluator letters due.	November 5, 2019
Final Department P&B recommendations and supporting materials due to School Deans, and notification to all candidates. Division interviews scheduled at the request of candidate or P&B.	December 11, 2019
School recommendations to the President and Provost. Two copies of candidates' vitae with supporting materials on USB to Provost's Office.	February 12, 2020
All materials (including letters of recommendation) forwarded to Provost's Office for distribution via SharePoint.	February 19, 2020
Vote by FP&B on promotion candidates.	March 17, 31 & April 21, 28, 2020

All promotions effective August 26, 2020; Tenure & CCE effective September 1, 2020