

Calendars for Tenure, Promotion, and Certificate of Continuous Employment 2017-2018

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).	March 7, 2017
Review packets sent to outside evaluators.	May 1, 2017
External letters of evaluation due.	August 25, 2017
Department recommendations due to School Deans with supporting materials. Notification of candidates by Department Chair. Division interviews scheduled at the request of candidate or P&B.	September 12, 2017
School recommendations to the President and Provost. Three copies of candidates' vitae with supporting materials on USB to Provost's Office. Candidates' publications due in Archives.	September 19, 2017
President's report to FP&B on tenure, concurrent tenure and promotion, and CCE. President charges Tenure Appeals Subcommittee.	October 10, 2017
Appeals Subcommittee report to FP&B.	October 24, 2017
Vote by FP&B on tenure, concurrent tenure and promotion, and CCE.	November 7, 14, 28, 2017
School Deans to retrieve publications from Archives. Candidates not recommended for tenure/reappointment must receive notification.	December 1, 2017

Candidates for promotion only (not concurrent with tenure)

Nominations to Department P&B and requests for consideration due.	April 4, 2017
Preliminary review of credentials and notification by Department P&B. Promotion review packets sent to external evaluators.	May 1, 2017
External evaluator letters due.	November 7, 2017
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 13, 2017
School recommendations to the President and Provost. Three copies of candidates' vitae with supporting materials on USB to Provost's Office.	February 14, 2018
All materials (including letters of recommendation) forwarded to Provost's Office for distribution via SharePoint. Candidates' publications submitted to Archives by Deans' Offices.	February 21, 2018
President's report to FP&B on promotion.	March 20, 2018
Vote by FP&B on promotion candidates.	April 10, 17, 24, 2018
School Deans to retrieve publications from Archives.	May 2, 2018

All promotions effective August 25, 2018; Tenure & CCE effective September 1, 2018