



PROMOTION AND TENURE DATES & DEADLINES

AY 2017-2018

<u>DATE/DEADLINE</u>	<u>DETAILS</u>
Monday, October 2, 2017	Deans/P&T Coordinators notify the Office for Faculty Affairs (OFA) of Promotion and Tenure (P&T) cases under review in their units, as well as Mid-Probationary Reviews. Use the "Expected Reviews Form" under "Downloadable Forms". Submit via Blackboard (BB).
Monday, November 6, 2017	Deans/P&T Coordinators submit ALL Unit and College P&T Norms, Criteria and Procedures with the updates for appointments to senior-rank Lecturer and Instructor included. Submit via Blackboard.
Wednesday, December 13th, 2:00-3:30	Organizational Meeting for Campus Committee with the Provost and Vice Chancellor for Academic Affairs (VCAA), Vice Chancellor for Health Affairs (VCHA), Dean of the Graduate College (DGC), and Vice Provost for Faculty Affairs (VPFA)
Friday, December 22, 2017	Deans/Coordinators submit documents for all P&T Candidates. The original Dossier/Forms should be submitted to OFA, 2715 UH, and uploaded to the P&T Course Page on Blackboard. See P&T Guidelines Part IV, for instructions. Additionally, all "Senior Rank" promotions in accordance with the Collective Bargaining Agreement must also be submitted via blackboard by Jan 12 th , 2018
Mid-to-late January, 2018	Human Resources Front End (HRFE) transactions for the non-reappointment of faculty with tenure code "1" due in OFA. E-mail notifications will be sent from OFA in January with the deadline date once set by the Board of Trustees (BOT).
Tuesday, Jan. 30th -Thursday, Feb. 1st, 2018 Tuesday, Feb. 6th - Wednesday, Feb. 7th, 2018 Location: 2850 University Hall, 601 S. Morgan St.	Campus P&T Committee Deliberations.
Friday, February 16, 2018	Vice Provost for Faculty Affairs notifies Deans of Campus Committee Voting Results
Friday, February 23, 2018	P&T Committee submits its recommendations to Provost/VCAA, VCHA, and DGC.
March 6th, 2018, 8:30-2:00 March 7th, 2018, 2:30-5:00 (tentative)	P&T Case Review with Provost/VCAA, VCHA, and DGC.
Friday, March 16th, 2018, 1:30-2:30	Provost/VCAA, VCHA, and DGC Debriefing Meeting with Campus P&T Committee.
Friday, March 30, 2018	The Provost/VCAA, VCHA, and DGC submit recommendations to the Chancellor and notify Deans (Exec. Officers cc'd). Appeals and supporting documentation, of the recommendations to the Chancellor must be made by 5:00 PM on Monday, April 9, 2018.
Monday, April 9, 2018	Appeals from P&T Candidates due to the Office of the Chancellor, 2833 University Hall (MC 102)
Thursday, April 12th, 2018, 2:00-3:30	Provost/VCAA, VCHA, and DGC debriefing meeting with Chancellor
Friday, May 11, 2018	The Chancellor notifies P&T Candidates of recommendations to the BOT, regarding Promotion and/or Tenure.
Friday, May 25, 2018	Deans submit appropriately signed Mid-Probationary reviews to the Office for Faculty Affairs, electronically, by uploading them into the Mid-Probationary Review Course Page on Blackboard.
Mid-to-late June 2018	HRFE transactions for the non-reappointment of faculty with tenure code "2" through "6" being issued a Terminal Contract for AY16-17, due in HR and list of names sent to OFA. If the faculty member resigned, submit a copy of the resignation letter to HR and OFA (with list). A deadline notification will be sent from HR in June.

Updated 5/2017

