Promotion and Tenure Calendar - Academic Year 2016-2017

Friday, September 9  Provost’s Office sends the Promotion and Tenure lists of faculty status to deans for verification

Friday, November 4  Second Year Dismissal Recommendation letters due to Provost

Monday, November 14  2017-2018 Unit and College Promotion and Tenure Documents due to Associate Provost for review by University Promotion and Tenure Committee

Tuesday, December 6  President sends Second Year Dismissal Recommendation letters

Friday, January 20  First Year Dismissal Recommendation letters due to Provost's Office

Friday, January 20  Progress Toward Tenure and Promotion and Unsatisfactory Progress Toward Tenure and Promotion Recommendation letters for first, second, third, fourth, fifth, and sixth year faculty due to Provost's Office (vita not required)

Recommendation for dismissal letters for third, fourth, fifth, and sixth year faculty due in Provost’s office

Recommendation for seventh year dismissal due to Provost’s Office [note: there is no unsatisfactory progress letter for seventh year]

Friday, February 3  All recommendations for Granting of Tenure and Promotion letters from deans, college, and unit Promotion and Tenure Committees due to Provost’s Office. (vita must be attached)

Recommendation for Promotion to Professor letters from deans, college, and unit Promotion and Tenure Committees due to the Provost’s Office (vita must be attached)

Friday, February 3  President sends First Year Dismissal letters to faculty

Friday, March 3  Provost sends First, Second, Third, Fourth, Fifth and Sixth Year Progress Toward Tenure letters and First, Second, Third, Fourth, Fifth and Sixth Year Unsatisfactory Progress Toward Tenure letters to faculty

Provost sends Third, Fourth, Fifth and Sixth Year dismissal letters to faculty

Friday, March 17  Provost sends Seventh year Recommended for Tenure and Promotion to Associate Professor letters to faculty

Provost sends Seventh year dismissal letters to faculty

Provost sends Recommended for Early (fifth or sixth year) Tenure and Promotion to Associate Professor letters to faculty

Friday, March 17*  Provost sends all Recommendations for Promotions and Granting of Tenure to President
Friday, May 5*

President sends Promotion and Granting of Tenure letters to faculty upon approval by the Board of Trustees*

REMINDER: Third, Fourth, Fifth, Sixth, and Seventh Year Dismissal letters must be sent to the faculty member at least twelve months before the appointment expires.

*This date is tentative depending upon legislative action and other factors.