

Promotion/Tenure Review Schedule

Process for United Academics-AAUP/AFT Faculty

DATES	ACTION
Sept. 5	Candidate submits to dean/director a CV and list of 2 external reviewers (<i>for promotion/tenure candidates only</i>).
Sept. 8	Dean/director distributes CV to 2-4 external reviewers
Oct. 2	Candidate submits file to dean/director.
Oct. 3	Dean/director passes file to department head/chair if desired.
Oct. 5	External review letters due to dean/director.
Oct. 10	Department head/chair evaluations due, <i>copy to candidate</i> .
Oct. 17	Candidate responds to dean/director about dept. head/chair evaluations.
Oct. 18	Dean/director submits file unit-peer review committee WITH external review letters included.
Nov.10	Unit-peer recommendation to dean, <i>copy to candidate</i> .
Nov.17	Candidate response to dean/director about unit-peer recommendation.
Dec. 12	Dean/director recommendation to Provost, <i>copy to candidate</i> .
Dec. 19	Candidate response to Provost about dean/director recommendation.
Dec. 20	Provost submits file to university-wide review committee
Feb. 7	Univ-wide review committee recommendation to Provost, <i>copy to candidate</i> .
Feb. 14	Candidate response to Provost about university-wide recommendation.
March 30	Provost recommendation to Chancellor, <i>copy to candidate</i> .
April 5	Candidate response to Chancellor about Provost recommendation.
May 1	Chancellor's decision for all Promotion and Tenure files and those 4th Year Comprehensive Review and Post-Tenure files at the candidate's request, <i>original to candidate</i> .

*If the date falls on a Saturday, materials are due the previous Friday. If the date falls on a Sunday, materials are due on the following Monday.