

LATS & TENURE-TRACK DEADLINES FOR RETENTION, TENURE, AND/OR PROMOTION [RTP] ACTIONS

2008-2009 ACADEMIC YEAR

	Retention of Faculty in 3 <sup>rd</sup> Probationary Year *	Retention of Faculty in 4 <sup>th</sup> or 5 <sup>th</sup> Probationary Year *	All Tenure Decisions **	Promotions
Deadline for faculty to notify Academic Personnel and Department to be considered for early tenure and/or early promotion. Deadline for faculty to notify Academic Personnel of not applying for promotion consideration.			<b>September 15</b>	<b>September 15</b>
Open period for candidates, faculty unit employees, students, academic-administrators, and the President to contribute information to department committee. No additional material will be allowed after this date unless permitted by the College RTP Committee, including reports of department in-class observations.	<b>September 15 through October 2</b>	<b>September 15 through October 2</b>	<b>September 15 through October 2</b>	<b>September 15 through October 2</b>
Deadline for submission of RTP file by candidate to Department Committee. Deadline for promotion candidates to request additional salary advancement based on exceptional merit.	<b>October 2</b>	<b>October 2</b>	<b>October 2</b>	<b>October 16</b>
Deadline for Department RTP Committee's review (including Chair's review, if any) and candidate's response (if any). ***	<b>November 6</b>	<b>November 24</b>	<b>November 24</b>	<b>December 12</b>
Deadline for College RTP Committee's review and candidate's response (if any). ***	<b>December 12</b>	<b>February 27</b>	<b>February 27</b>	<b>March 13</b>
Deadline for Dean's review and candidate's response (if any). ***	<b>March 13</b> (or <b>June 2</b> for final positive decision from Dean)	<b>April 21</b> (or <b>June 2</b> for final positive decision from Dean)		<b>April 24</b>
Deadline for Dean's Review of tenure files (including combined tenure and promotion files).			<b>April 15</b>	
Deadline for the Provost's final decision	<b>June 1</b>	<b>June 1</b>	<b>June 1</b>	<b>June 15</b>

\* These deadlines do not pertain to probationary faculty scheduled to be evaluated through the periodic "mini" or PDP (Professional Development Plan) evaluation process.

\*\* Faculty being considered for both tenure and promotion must submit their file for review by the tenure deadline.

\*\*\* RTP committees, department chairs, and deans should make every effort to complete their reviews at least ten calendar days in advance of these deadlines to allow candidates an opportunity to respond. Files must be forwarded to the next level of review on or before the deadline date.