

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

2008-2009 ACADEMIC YEAR

	Retention of Faculty in 3 rd Probationary Year *	Retention of Faculty in 4 th or 5 th 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.			September 15	September 15
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.	September 15 through October 2	September 15 through October 2	September 15 through October 2	September 15 through October 2
Deadline for submission of RTP file by candidate to Department Committee. Deadline for promotion candidates to request additional salary advancement based on exceptional merit.	October 2	October 2	October 2	October 16
Deadline for Department RTP Committee's review (including Chair's review, if any) and candidate's response (if any). ***	November 6	November 24	November 24	December 12
Deadline for College RTP Committee's review and candidate's response (if any). ***	December 12	February 27	February 27	March 13
Deadline for Dean's review and candidate's response (if any). ***	March 13 (or June 2 for final positive decision from Dean)	April 21 (or June 2 for final positive decision from Dean)		May 4
Deadline for Dean's Review of tenure files (including combined tenure and promotion files).			April 15	
Deadline for the Provost's final decision	June 1	June 1	June 1	June 15

* 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.

As of June 13, 2008