



AAUP Bulletin

September 2007

2007-2008 Academic-Year Calendar For Promotion

18.§8 TIMETABLE. The timetable for consideration of promotions shall be as follows (2006-2007):

September 17	Latest date for department chairperson to notify faculty members of eligibility for tenure considerations and/or promotion.
October 15	Latest date for department chairperson to convene the first meeting of the DTC and/or the DPC.
October 15	Latest date for faculty member to submit tenure file to DTC and/or promotion file to DPC.
November 15	Latest date for DTC and/or DPC to inform faculty member of recommendation.
November 19	Latest date for faculty member to inform DTC and/or DPC of intent to appeal.
November 26	Latest date for DTC and/or DPC recommendations, together with supporting data, to be presented to the department chairperson and, for promotion, to the CPC.
November 26	Latest date for the dean to convene the first meeting of the CPC.
January 10	Latest date for the CPC to inform faculty member of recommendation.
January 10	Latest date for the department chairperson to inform faculty member of recommendation.
January 14	Latest date for faculty member to inform chairperson of intent to appeal.
January 14	Latest date for faculty member to inform CPC of intent to appeal.
January 22	Latest date for DTC and/or DPC recommendations, with the separate recommendations of the chairperson appended, together with supporting data, to be presented to the dean.
January 22	Latest date for the CPC recommendations, together with supporting data, to be presented to the dean.
February 19	Latest date for the dean to inform faculty member of recommendation.
February 22	Latest date for the faculty member to inform dean of intent to appeal.
March 7	Latest date for the dean to present the recommendations of the DTCs and/or DPCs, the CPC (for promotion), and the chairpersons, with the dean's separate recommendations appended, and with the tenure and/or promotion checklist, to the provost. All supporting material submitted by a faculty member shall be held in or returned to the office of the dean until the final recommendations are submitted to the Board of Trustees, and, at that time, shall be returned to the faculty member. At the time the promotion/tenure recommendations are forwarded from the dean's office to the provost, all of the supporting material shall be included for each faculty member where the dean has overturned any of the preceding decisions. In addition, a faculty member who requests an appeal hearing with the provost may also request that the supporting material be forwarded to the Provost's Office for review prior to the scheduled hearing.
April 22	Latest date for the provost to inform faculty member of recommendation.
April 25	Latest date for the faculty member to inform provost of intent to appeal.
May 20	Latest date for the provost to inform the candidate of final recommendation.
May	The recommendations of the provost shall be submitted to the Board of Trustees, to be acted upon at its next regularly scheduled meeting, which shall be held no later than July 31. For fiscal-year appointments, promotions are effective July 1. For academic year appointments, promotions are effective at the beginning of the fall semester.

18.§8.1 In the event that a contractually specified date in the promotion timetable falls on a weekend, University holiday, or semester recess, that due date shall move forward to the next scheduled work day.