



WMU-AAUP Bulletin

2009-2010 Tenure & Promotion Timetable

<p>August 14, 2009</p> <p>In the summer immediately preceding the candidate's final tenure review</p>	<p>If applicable, latest date for the department chair to send materials to the external reviewers.</p>
<p>October 1, 2009</p> <p>In the academic year of the candidate's final tenure review</p>	<p>If applicable, date requested of external reviewers for returning their reviews.</p>
<p>October 15, 2009</p>	<p>Latest date for department chair to convene the first meeting of the DTC and/or the DPC.</p> <p>Latest date for faculty member to submit tenure file to the DTC and/or DPC.</p>
<p>November 2, 2009</p>	<p>Latest date for recommendations from secondary DTCs, DPCs and department chair to be submitted to the home department of the candidate.</p>
<p>November 13, 2009</p>	<p>Latest date for DTC and/or DPC to inform faculty member of recommendation.</p>
<p>November 19, 2009</p>	<p>Latest date for faculty member to inform DTC and/or DPC, in writing, of intent to appeal.</p>
<p>November 30, 2009</p>	<p>Latest date for the DTC and/or DPC recommendations, together with supporting data to be presented to the department chair and, for promotion, to the college promotion committee (CPC).</p> <p>Latest date for the dean to convene the first meeting of the (CPC).</p>
<p>January 8, 2010</p>	<p>Latest date for department chair to inform faculty member of recommendation.</p> <p>Latest date for CPC to inform faculty member of recommendation.</p>
<p>January 13, 2010</p>	<p>Latest date for faculty member to inform chair or CPC, in writing, of intent to appeal.</p>
<p>January 15, 2010</p>	<p>Latest date for department chair to notify faculty members of eligibility for tenure considerations and/or promotion in the next academic year.</p>

January 21, 2010	Latest date for DTC and/or DPC recommendation, with the separate recommendation of the chair appended, together with supporting data, to be presented to the dean.
February 17, 2010 In the academic year preceding the candidate's final review.	If applicable, the latest date for the candidate, the DPC, or the department chair to call for external review.
February 22, 2010	Latest date for the dean to inform faculty member of recommendation.
February 25, 2010	Latest date for the faculty member to inform dean, in writing, of intent to appeal.
March 8, 2010	Latest date for the dean to present the recommendations of the DTCs, DPCs, and CPCs (for promotion), and the chair, 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.
March 16, 2010 In the academic year preceding the candidate's final tenure review	If applicable, latest date for the candidate and DPC to submit the list of external evaluators to the department chair.
April 15, 2010 In the academic year preceding the candidate's final tenure review	If applicable, latest date for the department chair to solicit external reviewers, and for the candidate to present materials for the external review process to the department chair.
April 21, 2010	Latest date for the provost to inform faculty member of recommendation.
April 27, 2010	Latest date for the faculty member to inform the provost, in writing, of intent to appeal. 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.
May 20, 2010	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, tenure will be effective July 1. For academic-year appointments, tenure will be effective at the beginning of the fall semester.



2010 Timetable for External Review

Refer to Article 18 in the contract for details regarding who may initiate an external review and the general process.

The timetable for external review, if applicable, shall be as follows:

February 17, 2010 In the academic year preceding the candidate's review	The latest date for the candidate, the DPC or the department chair to call for external review.
March 16, 2010 In the academic year preceding the candidate's review	Latest date for the candidate and DPC to submit the list of external evaluators to the department chair.
April 15, 2010 In the academic year preceding the candidate's review	Latest date for the department chair to solicit external reviewers, and for the candidate to present materials for the external review process to the department chair.
August 14, 2010 In the summer preceding the candidate's review	Latest date for the department chair to send materials to the external reviewers.
October 1, 2010 In the academic year of the candidate's review	Date requested of external reviewers for returning their reviews.