

College of Behavioral and Community Sciences

**Promotion and Tenure Timetable Guidelines for
Tenure Earning Faculty
Research Faculty
Research Associates
Instructors (see below)***

2017 - 2018

Please note that not all of the steps are required for each path. Please review the promotion and/or tenure document for steps that are relevant to your path.

Names, brief bio-sketches, current CVs of potential external reviewers due from Chairs to Dean	No later than April 21, 2017
Chairs send out external review letters	Following approval by Dean
Application forms available from Provost's Office	July, 2017
External review letters due to Chairs	By August 18, 2017
Chairs add their sections in Teaching and Research	August 18 – Sept 7, 2017
Packets ready for departmental review	September 8, 2017
Departmental vote (for tenure aps only)By September 22, 2017
Departmental committees meet & evaluate	Sept. 25 – October 11, 2017
Department chair review	October 12 – Oct. 26, 2017
Applications due in Dean's Office	October 26, 2017
College Committee Review and Evaluation	October 27 – Nov. 17, 2017
Dean's Evaluation	November 20– Dec. 15, 2017
Candidates review evaluative comments	Dec. 15, 2017 – Jan. 8, 2018
Applications due in Provost's Office	January 8, 2018

Timeline for Instructors*

Applications due to Chair	August 18, 2017
Chairs input their sections for teaching/other if applicable	August 18 – Sept 7, 2017
Packets ready for departmental review	September 8, 2017
Departmental committees meet & evaluate	Sept. 11 – October 11, 2017
Department chair review	October 12 – Oct. 26, 2017
Applications due in Dean's Office	October 26, 2017
College Committee Review and Evaluation	Oct. 27 – November 17, 2017
Dean's Evaluation	November 20 – Dec. 20, 2017
Candidates final review of evaluative comments	Dec. 21, 2017 – Jan. 19, 2018