

# PROMOTION TO FULL PROFESSOR REVIEW ACTIVITY SCHEDULE FALL 2021

Office of the Provost

*(This schedule is subject to change or modification as necessary)*

## **DEADLINE**

Before the end of Spring semester and no later than (NLT) June 4

NLT August 31

NLT September 16

NLT September 17

NLT September 27

NLT September 28

NLT October 5

NLT October 8

NLT October 15

NLT October 18

NLT October 26

NLT October 27

NLT November 10

NLT November 17

NLT November 24

NLT November 29

NLT December 9

## **ACTION**

Department Chair should notify departmental members who wish to be considered for promotion to full professor to begin preparing their E-Portfolio.

Department Chair and Dean conduct elections of college/departmental promotion/tenure committees.

Candidates for promotion submit completed E-Portfolio to Blackboard course.

Blackboard course opens for Department Promotion/Tenure Committee review.

Chair of Departmental Promotion/Tenure Committee posts recommendations to the Blackboard course and provides copy of recommendation to faculty member outside of Blackboard.

Blackboard course opens for Department Chair review.

Department Chair posts recommendations to Blackboard course and provides copy of recommendation to faculty member outside of Blackboard.

Blackboard course opens for College Promotion/Tenure Committee review.

Chair of College Promotion/Tenure Committee posts recommendations to the Blackboard course and provides copy of recommendation to faculty member outside of Blackboard.

Blackboard course opens for College Dean reviews

College Dean posts recommendation to the Blackboard course and provides copy of recommendation to faculty member outside of Blackboard.

Blackboard course opens for Provost review.

Provost posts recommendation to Blackboard course and provides copy of recommendation to faculty member outside of Blackboard.

Faculty who wish to appeal promotion recommendation must submit letter of appeal to Provost.

Faculty who wish to appeal tenure recommendation must submit letter of appeal to Provost.

Provost forwards appealed promotion E-Portfolios and recommendations to University Appeals Committee, if applicable. Blackboard course opens for President review.

University Appeals Committee forwards appealed promotion E-Portfolios and recommendations to the President.