

Deadlines for Procedures of the Rank and Tenure Committee
2009
January 9, 2009
Consideration for Tenure and/or Promotion to Associate Professor

For Tenure	For Promotion to Associate Professor	Item	Rule
	March 13, 2009	Committee sends notice of April 30 deadline for nominations for promotion to associate professor to all deans and department chairs.	2 nd Friday of March
	March 27	Committee sends notice of April 30 deadline for nominations for promotion to associate professor to all faculty.	Last Friday of March
April 10, 2009		Provost sends list of candidates to the committee. Committee opens tenure file in the Provost's Office for each candidate, including student evaluation summaries and third year reviews.	2 nd Friday of April
April 14 (Tuesday)		Committee informs candidates and their chairs and deans of current procedures/schedule	Following Tuesday
	April 30 (Thursday)	Deadline for nominations for promotion to associate professor.	Last business day of April
May 8 (Friday)	May 8 (Friday)	Committee holds meetings – one with candidates, one with deans and chairs – to review and clarify current procedures	2 nd Friday of May
May 29 (Friday)	May 29 (Friday)	Candidates submit names and addresses of referees on and off campus	Last business day of May
June 1 (Monday)	June 1 (Monday)	Committee requests recommendations from the candidate's department/school colleagues and from candidate's on-campus referees	First business day of June
June 10 (Wednesday)	June 10 (Wednesday)	Committee requests recommendations from off-campus referees.	Tenth day of June
September 11 (Friday)	September 11 (Friday)	Candidates submit their files.	First Friday of Fall Semester
September 11 (Friday)	September 11 (Friday)	All PLU Faculty are sent a list of candidates for tenure <u>and candidates for promotion to associate professor.</u>	First Friday of Fall Semester
September 21 (Monday)	September 21 (Monday)	Deadline for receipt of tenure/ <u>promotion</u> recommendations. Committee begins deliberations on each case.	3 rd Monday of September
November 20 (Friday)	November 20 (Friday)	Committee completes deliberations and confers with provost.	3 rd Friday of November
November 30 (Monday)	November 30 (Monday)	Committee reports its recommendations to the president, candidates, and their chairs and deans.	Monday after Thanksgiving
December 7 (Monday)	December 7 (Monday)	Committee deliberates requests for reconsideration, if any.	2 nd Monday of December
December 14 (Monday)	December 14 (Monday)	Committee meets with president to discuss its final recommendations.	Before the President makes the final recommendations to the Board of Regents