

**Deadlines for Procedures of the Rank and Tenure Committee**  
**2021- (as of 4/13/21)**  
**Consideration for Tenure and/or Promotion to Associate Professor**

For Tenure	For Promotion to Associate Professor	Item	Rule
	March 12, 2021	Committee sends notice of April 30 deadline for nominations for promotion to associate professor to all deans and chairs.	2 <sup>nd</sup> Friday of March
	March 26	Committee sends notice of April 30 deadline for nominations for promotion to associate professor to all faculty.	Last Friday of March
April 9, 2021		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 <sup>nd</sup> Friday of April
April 13 (Tuesday)		Committee informs tenure qualifying candidates, their chairs and deans of current procedures/schedule	Following Tuesday
	April 30 (Friday)	Deadline for nominations for promotion to associate professor.	Last business day of April
	May 3 (Monday)	Committee informs promotion to associate professor candidates, their chairs and deans of current procedures/schedule	Following day (weekday)
May 7 (Friday)	May 7 (Friday)	Committee holds meetings – with candidates, deans and chairs – to review and clarify current procedures <i>Interfolio RPT available to candidates</i>	1 <sup>st</sup> or 2 <sup>nd</sup> Friday of May
May 17 (Monday)	May 17 (Monday)	Candidates submit names and addresses of referees on and off campus.	No later than the last business day of May
June 1 (Tuesday)	June 1 (Tuesday)	Committee requests recommendations from the candidate's department/school colleagues and from candidate's on-campus referees	First business day of June
June 10 (Thursday)	June 10 (Thursday)	Committee requests recommendations from off-campus referees.	Tenth day of June
September 7 (Tuesday)	September 7 (Tuesday)	All PLU Faculty are sent a list of candidates for tenure <u>and candidates for promotion to associate professor.</u>	First Monday of September <i>(Sept. 6 - Labor Day)</i>
September 10 (Friday)	September 10 (Friday)	Candidates submit their RPT case packet (files).	First Friday of Fall Semester
September 20 (Monday)	September 20 (Monday)	Deadline for receipt of tenure/ <u>promotion</u> recommendations. Committee begins deliberations on each case.	3 <sup>rd</sup> Monday of September
November 19 (Friday)	November 19 (Friday)	Committee completes deliberations and confers with provost.	3 <sup>rd</sup> Friday of November
November 22	November 22	Committee reports its recommendations to the president, candidates, and their chairs and deans.	Monday before or after Thanksgiving
December 6 (Monday)	December 6 (Monday)	Committee deliberates requests for reconsideration, if any.	1 <sup>st</sup> or 2 <sup>nd</sup> Monday of December
December 10 (Friday)	December 10 (Friday)	Committee meets with president to discuss its final recommendations.	Before the President makes the final recommendations to the Board of Regents