

## COLORADO MESA UNIVERSITY TENURE & PROMOTION – CALENDAR

<b>OFFICE OF ACADEMIC AFFAIRS</b>	
<b>Note: Unless indicated otherwise, items that fall on a weekend are due the following Monday.</b>	
<b>Date</b>	<b>ITEM</b>
<b>Sep 1</b>	Names of Dept representatives for University Tenure & Promotion Committee (ADHs to AVP for Faculty Success)
<b>Oct 1</b>	Tenure and/or promotion materials prepared & submitted (Applicants to Dept Heads)
<b>Oct 10</b>	Department Heads poll faculty regarding tenure &/or promotion for eligible faculty
<b>Oct 15</b>	Department tenure/promotion poll results & documentation (to AA for University Tenure & Promotion Committee)
<b>Nov 15</b>	Tenure/promotion review & preparation of formal recommendation/comments (University Tenure & Promotion Committee to VPAA)
<b>Jan 5</b>	Recommendations for tenure &/or promotion (VPAA to President)
<b>Jan 24</b>	Notice of Tenure applications not recommended by President (President to Applicant)
<b>Jan 31</b>	Notification of decisions for promotions only (President to Applicants)
<b>Jan/Feb</b>	Tenure applicants notified within 20 days following Trustee action
<b>May 1</b>	Notification to probationary faculty of tenure &/or promotion eligibility (Dept Heads to Faculty)