



February 29, 2016

To: Academic Deans  
From: Richard J. Koubek *Jane Cassidy for rjk*  
Executive Vice President and Provost  
Re: Review of Promotion/Tenure Recommendations

The following schedules have been established for review of promotion/tenure recommendations for Spring 2016.

**PROMOTION/TENURE RECOMMENDATIONS**

Action	Spring 2016 (Mid-Year)
Last day for meetings between candidates and deans to occur per PS36-T/NT	April 14, 2016
Recommendations due in Human Resource Management	April 25, 2016
Copies forwarded to Graduate School for review by Graduate Council	May 9, 2016
Returned to Human Resource Management from Graduate Council	May 30, 2016
Copies forwarded to Academic Affairs for individual reviews by Provost, Vice Provosts and Vice President for Research & Economic Development	June 6, 2016
Collective review by Provost, Vice Provosts and Vice President for Research & Economic Development	June 20, 2016
Final Campus Review by President and Provost	July 5, 2016
Returned to Human Resource Management for Processing	July 18, 2016

cc: A.G. Monaco, Associate Vice President for Human Resource Management  
Jane Cassidy, Senior Vice Provost  
Kalliat T. Valsaraj, Vice President for Research & Economic Development  
Michelle Massé, Graduate School Dean  
Mimi Singer, Executive Director Human Resource Management