

**PROMOTION
AND/ OR
TENURE**

Applying for
Tenure Track Promotion and / or Tenure
OR
Non-Tenure Track Promotion

Dates and text are required by the Collective Bargaining Agreement or by DAAP.

All dates are "no later than" deadlines.

Schools may adopt earlier dates for School procedures.

Year 1

Year 2

Dossier Prep

Dossier Submittal

- *APR (Annual Performance Review) no later than Spring Semester of Year 1
Outcomes:
- Confirm course evaluation requirements for dossier.
 - Confirm if/when internal/external letters are required.
 - Confirm schedule for submitting draft reviewer list (final reviewer list is due May 1).
 - Confirm materials for dossier and - if different - material for reviewers and when they have access to it.

Fall

Within 3 months of hire date, School Director meets with Candidate to review RPT Procedure and Criteria, etc. (CBA Article 24)

AUGUST 15 Submit dossier to eRPT

AUGUST 30 School Director sends request letters to reviewers
Reviewers given access to UC Box

OCTOBER 1 Reviewer letters uploaded by School Director
School RPT Committee given access to eRPT

NOVEMBER 1 School RPT Committee letter due to School Director

DECEMBER 1 School Director letter due to College RPT Committee

Key

Candidate

School Director

School RPT Committee

College RPT Committee

Dean

Provost

Spring

*APR

FEBRUARY 1 College RPT Committee letter due to Dean

MARCH 1 Dean letter due to Provost

Summer

May 1 Submit final reviewer list with School Director

School Director confirms reviewer availability prior to dossier submittal

JUNE 15 Provost notification for promotion

Provost notification for tenure:
Minimum 12 months prior to expiration of probationary period