

## **Academic Year 2009-2010 Tenure, Promotion, and Professor Incentive Review (PIR) Calendar**

### **Sept. 2009**

- 11 Deadline for completion of basic documents and secondary dossiers.
- 11 Deadline for chair to notify eligible faculty tenure and/or promotion files are available for review.

### **Oct. 2009**

- 2 Deadline for departmental reviews and votes on tenure, promotion, and PIR.
- 9 Deadline for department to notify dean of recommendations, and within two (2) working days after the department's notification, the dean will notify nominees of the department's recommendation, the chair's independent recommendation, and the candidate's right to appeal a negative decision.
- 16 Deadline for candidates to sign departmental cover sheet in dean's office indicating they have reviewed all documents being forwarded by the department.
- 23 Deadline for submission of appeals or rebuttals to department-level recommendations to the dean.
- 23 Deadline for inclusion of letters from external reviewers.

### **Nov. 2009**

- 20 Deadline for college committee to transmit recommendations to dean.

### **Dec. 2009**

- 4 Deadline for dean to notify candidates and department chairs of committee's and dean's independent recommendations and the candidate's right to appeal a negative decision or rebut an evaluation statement.
- 11 Deadline for candidates to sign college cover sheet in the dean's office indicating that they have reviewed all documents being forwarded by the college and within two (2) working days after the signing, the dean will transmit materials to the Provost and Vice President for Academic Affairs and Research.
- 17 Deadline for appeal of or rebuttal to college-level recommendations to Provost and Vice President for Academic Affairs and Research.
- 18 Deadline for Provost and Vice President for Academic Affairs and Research to transmit materials to the University Tenure and Promotion Committee.
- 18 Deadline for adding materials to the secondary dossier.

### **Jan. 2010**

- 11-15 Regular meeting of the University Tenure and Promotion Committee.
- 22 Deadline for University Tenure and Promotion Committee to report recommendations to Provost and Vice President for Academic Affairs and Research and to notify candidates and department chairs of the committee's recommendations and the candidate's right to rebut the committee's evaluation.

### **Feb. 2010**

- 5 Deadline for submission of rebuttal statements by candidates to the Provost and Vice President for Academic Affairs and Research of the University Committee's evaluation.
- 19 Deadline for notification of candidates of recommendations to be made by the Provost and Vice President for Academic Affairs and Research to the President.
- 26 Deadline for University Committee to identify problems in tenure policies and tenure and promotion guidelines for the Faculty Affairs Committee.

### **March 2010**

- 5 Deadline for appeals, rebuttals, and/or petitions to the President of negative recommendations.

### **April 2010**

- 2 Final transmittal of Wichita State University decisions to the candidates.

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## **Academic Year 2010-2011 Tenure, Promotion, and Professor Incentive Review (PIR) Calendar**

### **March 2010**

- 12 Deadline for Director of the Office of Institutional Research to notify deans of faculty scheduled for mandatory tenure review.

### **April 2010**

- 2 Deadline for dean of college to notify faculty scheduled for mandatory tenure review with copies to Provost and Vice President for Academic Affairs and Research.
- 16 Deadline for faculty applying for promotion, PIR, and/or early tenure review to notify chair.
- 16 Deadline for candidates requesting external review to notify chair and dean.

### **May 2010**

- 7 Deadline for chair to notify dean of faculty applying for tenure, promotion, or PIR.
- 21 Deadline for sending initial request for external reviews, if any are to be solicited.
- 21 Deadline for dean of college to notify Provost and Vice President for Academic Affairs and Research of faculty scheduled for early tenure review, promotion, and PIR.