

Evaluation, Promotion, Tenure 2007-2008
Suggested Timetable

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| 1. Evaluation, promotion/tenure conferences and forms to faculty. | September 2007 |
| 2. Recommendations from department heads to deans on promotion and continuous contract (including Recommendation for Promotion and Contract Status forms). | October 8, 2007 |
| 3. Completed evaluation forms and conflict of interest forms returned by faculty to department heads. Evaluation of instruction for fall semester may be submitted after the end of the semester. | December 3, 2007 |
| 4. Completed evaluation forms submitted to deans by department heads. | December 3, 2007 |
| 5. Lists of faculty (including proposed budget codes) to be evaluated to college deans from Human Resources. | November 12, 2007 |
| 6. Deans return faculty lists (including corrected budget codes) to Human Resources. | January 7, 2008 |
| 7. Deans inform the faculty in writing of the recommendation of the College P&T Committee and the dean. | February 4, 2008 |
| 8. Conferences between department heads and faculty members (evaluation & goals, not dollars). | February 4, 2008 to March 1, 2008 |
| 9. Conferences with provost and deans regarding salaries, promotion, & tenure (original summary tables, and appropriate forms should be submitted to the provost's office at least five working days prior to the conference). | March-April 2008 |
| 10. Salary recommendation process begins in conjunction with the Office of Human Resources. | April 2008 |
| 11. Comparative salary data for university and each applicable college distributed to tenured and tenure-track faculty. | June 2008 |