

## **Librarian Promotion Calendar 2011-2012**

(Actions must be completed by the dates shown.)

August 11, 2011	Pursuant to Articles 15.3(f) and 16.4(e) of the Collective Bargaining agreement, the faculty member notifies the Chair with a copy to the Dean and the Provost in writing if he/she chooses to be evaluated under the new criteria. This provision will expire at the beginning of the 2013-14 academic year.
September 12, 2010	Library faculty member submits application and folder to Promotion Committee. Copy of application is sent to Dean.
October 14, 2011	Promotion Committee sends folder and recommendation to Supervisor and notifies library faculty member.
October 21, 2011	Supervisor sends folder and recommendation to Dean and notifies library faculty member.
December 19, 2011	Dean makes recommendation and makes available to library faculty member contents of his/her folder for inspection.
January 9, 2012	Library faculty member has the option to withdraw application at this time. Otherwise, library faculty member returns folder and rejoinder (optional) to Dean.
January 10, 2012	Dean sends folder and recommendation to the Provost and notifies library faculty member.
March 15, 2012	Deadline for withdrawal for promotion consideration.
March 19, 2012	Provost adds his/her evaluation and sends a copy to library faculty member.
March 26, 2012	Library faculty member provides a rejoinder letter (optional) which the Provost will include in folder.
March 27, 2012	Provost sends recommendation to President.
April 30, 2012	President informs, in writing, those library faculty member to be promoted. Folders are returned to Dean's Office.