

2026-2027 PROMOTION CALENDAR FOR TEACHING FACULTY

ACTION TAKEN	NOT LATER THAN*
All candidates indicate their intention to apply for promotion via email to their Department Chairs/Heads and Dean by 5:00 PM.	December 1
Candidates submit files to the Department TRP Committee.	March 1
Department TRP Committee concludes work and transmits the candidates' files to the College/School TRP Committee <i>(the candidate should be provided with the department committee's evaluations 48 hours before the due date so that the candidate can provide a response to the evaluation)</i> .	March 15
College/School TRP Committee concludes work and transmits files to the Dean.	April 8
Dean concludes work and transmits the evaluation to candidate (and Provost, in cases of split or negative decisions at committee levels or Dean).	May 10
Positive recommendations: Board of Trustees acts on Promotion recommendations at regularly scheduled meeting	June
Negative or Split recommendations: Candidate may appeal a negative decision to the Provost.	May 17
Provost concludes work on appeals. Provost's decisions are final.	June 15
Positive recommendations on Appeal: Board of Trustees will act at its regularly scheduled meeting	September

*** If the date listed is a holiday or weekend, the deadline is 5 PM on the following business day.**

