

Indefinite Tenure Selection Timeline

| Time Frame | Review Activity |
|--------------------|--|
| Fall Term | |
| Week 1 | Department chair notifies faculty of indefinite tenure review |
| By Week 8 | Tenure Review Committee (TRC) is formed, chair selected, date and location for comments meeting set |
| By End of Term | TRC informs ASOIT of comments meeting details, arranges other publicity |
| Winter Term | |
| Week 1 | Candidate prepares and submits portfolio to TRC |
| Week 2 | Comments meeting held during weeks 2 or 3 of winter term |
| Week 3 | TRC reviews candidate's portfolio, accepts written or verbal input until the close of the comments meeting |
| Week 4 | Candidate may request copies of documentation from TRC chair by Monday of week 4; TRC chair provides documentation by Friday of week 4 |
| Week 5 | Candidate may challenge questions of fact in documentation |
| Week 6 | TRC prepares report and submits to department chair by the end of week 6 |
| Week 7 | Department chair reports recommendation to candidate by the end of week 7 Department chair reports recommendation to the provost by end of week 7 |
| Week 8 | |
| Week 9 | Provost reports recommendation to president by end of week 9 |
| Week 10 | |
| Week 11 | President notifies candidate of final decision by end of week 11 |

(This document is to be attached to the Indefinite Tenure Selection Policy OIT-20-030)