

**UNIVERSITY OF ILLINOIS AT CHICAGO
PROMOTION AND TENURE DEADLINES
2009-2010**

DATE	ACTION
Monday, October 12, 2009	Deans notify the Office of Academic Affairs of promotion and tenure (P&T) cases under review in their units, as well as mid-probation reviews – academic (research and clinical). Use the “Mid-Probationary Reviews 2008-09” and Expected Promotion and Tenure Reviews 2008-2009” forms included in the forms packet, Part IV.
Monday, November 2, 2009	Deans notify the Office of Academic Affairs of any changes in department and/or college P&T procedures since last year.
Wednesday, November 18, 2009, 3PM, 2850 UH	Organizational Meeting with Provost and Vice Chancellor for Academic Affairs (VCAA) and Campus P&T Committee.
Friday, January 8, 2010	Deans submit personnel action forms for ALL P&T recommendations including tenure-track, tenured, or non-tenure-track candidates (academic, research, and clinical tracks). The original plus 7 copies plus a copy on disc or CD of each dossier should be submitted to the Office of Academic Affairs, 2731 UH. All the dossiers from a College must be submitted on a single disc. See Part III for specific instructions.
Mid-to-late January, 2010	Human Resources Front End (HRFE) transactions for the nonreappointment of faculty members with tenure symbol “1” due in the Office of Faculty Affairs HR (FAHR). E-mail notification will be sent from FAHR in January with the deadline date once received by the Board of Trustees (BOT).
Tuesday –Thursday, February 9, 10, 11 2010	Campus P&T Committee deliberations.
Tuesday – Wednesday, February 16 and 17, 2010	Campus P&T Committee deliberations.
Wednesday, February 24, 2010	Campus Promotion and Tenure Committee submits its recommendations to the Provost and VCAA and the Dean of the Graduate College Dean.
Thursday, March 18, 2010 1:30 PM 2850 UH	Provost and VCAA debriefing with Campus Committee.
Monday, March 29, 2010	The Provost and VCAA submits recommendations to the Chancellor and notifies Deans (with copies to Unit Executive Officers) of the recommendations. Appeals, including supporting documentation, of the Provost and VCAA’s recommendation to the Chancellor must be made by 5:00 PM on Monday, April 19.
Monday, April 19, 2010	Appeals due to Chancellor
Friday, April 30, 2010	The Chancellor notifies faculty of her recommendation/decision regarding promotion and/or tenure.
Friday, May 7, 2010	Deans submit (summaries of) mid-probationary reviews to the Office of Academic Affairs (2731 UH).
Mid—to-late June 2010	HRFE transactions for the nonreappointment of faculty members with tenure symbol “2” through “6” who will be issued a terminal contract for AY09-10 due in FAHR. E-mail notification will be sent from FAHR in June with the deadline date once received by the BOT.