



## 2006-07 Tenure and Promotion Calendar

|   |  |
|---|--|
| <b>Selection of Unit Peer Review Chairs.</b> Names provided to Chair, USC Upstate Promotion and Tenure Committee.   | Friday, April 21, 2006   |
| <b>Files due to Peer Review Committee</b> (including Unit Supervisor's summary of teaching data). <b>Letters of evaluation and/or support must be received by the Chair of Peer Review by August 24, 2006 , for inclusion in file</b> (copy to P&T chair) | Thursday, August 24, 2006<br>(First day of class, Fall Semester)                       |
| <b>Peer Review Committee recommendation</b> to candidate.   | Tuesday, September 12, 2006  |
| <b>Candidate's optional written response to Peer Review Committee</b> files forwarded by the Peer Review Committee to unit supervisor.  | Five working days, or up to<br>Tuesday, September 19, 2006                             |
| <b>Unit supervisor's recommendation</b> letter to candidate and included in file.   | Tuesday, September 26, 2006  |
| <b>Candidate's optional written response to unit supervisor</b> included in file; file forwarded by unit supervisor to dean.  | Five working days, or up to<br>Tuesday, October 3, 2006                                |
| <b>Dean's recommendation</b> letter to candidate and included in file.  | Tuesday, October 17, 2006  |
| <b>Candidate's optional written response to dean</b> included in file; file forwarded by dean to Promotion and Tenure Committee.  | Five working days, or up to<br>Tuesday, October 24, 2006                               |
| <b>Promotion and Tenure Committee deliberations.</b> Letter to candidate and included in file   | Meetings as required.<br>Deliberations to be completed by<br>Tuesday, December 5, 2006 |
| <b>Candidate's written request/response for reconsideration.</b> Written request included in file.  | Three working days, or up to<br>Friday, December 8, 2006                               |
| <b>Committee's written response to request for reconsideration.</b>   | Wednesday, December 13, 2006   |
| <b>Candidate's written response to reconsideration of file</b>  | Three working days, or up to<br>Monday, December 18, 2006                              |
| <b>Forwarding of file to Executive Vice Chancellor</b> by the Promotion and Tenure Committee.   | Wednesday, December 20, 2006   |
| <b>Executive Vice Chancellor's recommendation</b> letter to candidate and included in file.   | Wednesday, January 10, 2007  |
| <b>Candidate's optional written response to Executive Vice Chancellor</b> included in file and option of personal meeting with Executive Vice Chancellor.   | Three working days, or up to<br>Monday, January 15, 2007                               |
| <b>Forwarding of file to Chancellor</b> by Executive Vice Chancellor.   | Wednesday, January 17, 2007  |
| <b>Chancellor's recommendation</b> letter to candidate and included in file.  | Tuesday, February 6, 2007  |
| <b>Candidate's optional written response to Chancellor</b> included in file and option of personal meeting with Chancellor.   | Three working days, or up to<br>Friday, February 9, 2007                               |
| <b>Required meeting of Chancellor with Promotion and Tenure Committee</b> if necessary.   | Friday, February 16, 2007  |
| <b>Promotion and Tenure Committee's optional response to Chancellor's recommendation</b> included in file.  | Tuesday, February 20, 2007   |
| <b>Forwarding of file to the President.</b>   | Wednesday, February 21, 2007   |

April 4, 2006