

**Vice President for Academic Affairs**

**2021/2022 Associate to Professor (*without* Doctorate) Promotion Timeline**

**Faculty promotion requests will be considered twice each year to accommodate faculty hired mid-year: requests on or before April 15 shall be considered for promotion effective January of the following calendar year. Requests submitted on or before October 15 shall be considered for promotion effective July of the next calendar year.**

**VPAA Items**

**Dean Items**

**Chair Items**

**Faculty Items**

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| **Rank Date\*** | **Dean reminds chair of initial request due date** | **Faculty submits letter requesting promotion** | **Dean’s office provides link to promotion website** | **Faculty to submit promotion packet to dept. chair** | **Chair submits to Dean** | **Dean submits to VPAA** | **Deans and VPAA review promotion requests** | **VPAA submits to President** | **Effective**  **date** |
| **Fall 2014** | Sep. 9, ‘20 | Oct. 5, ‘20 | Oct. 19, ‘20 | Dec. 4, ’20 | Jan. 25, ‘21 | Feb. 8, ‘21 | Mar. 8, ‘21 | Mar. 26, ‘21 | Jul. 1, 2021 |
| **Spring 2015** | Mar. 17, ‘21 | Apr. 7, ‘21 | Apr. 21, ‘21 | Sep. 8, ‘21 | Sep 22, ‘21 | Oct. 13, ‘21 | Oct. 14, ‘21 | Nov. 5, ‘21 | Jan. 1, 2022 |
| **Fall 2015** | Sep. 8, ‘21 | Oct. 6, ‘21 | Oct. 20, ‘21 | Dec. 3, ’21 | Jan. 24, ‘22 | Feb. 21, ‘22 | Mar 3, ‘22 | Mar. 30, ‘22 | Jul. 1, 2022 |

\* CBA XIII. 3. A. – An associate professor will be eligible for promotion to professor when, other conditions of this article having been compiled with, she/he is an outstanding teacher, has received superior evaluations, has been in the rank of associate professor for five (5) years, and has a doctorate from a regionally accredited institution of higher education. In the absence of a doctorate, the faculty member must have been in the rank of associate professor for seven (7) years.