
UNIVERSITY OF ONTARIO INSTITUTE OF TECHNOLOGY
FACULTY ASSOCIATION

Promotion to Professor Timeline

Date	Initiator	Action	Reference
By April 1	Provost	Notifies Faculty Members of promotion deadline	Article 22.02 d)
Before May 1	Candidate	Notifies Dean of wish to be considered for promotion; provides updated CV	Article 22.02 d)
May 1	Dean	Forwards to the Provost names and updated CV of all candidates who wish to be considered for promotion.	Article 22.02 d)
May 15	Provost	Determines eligibility of candidates; if denied, detailed written reasons provided	Article 22.02 e)
August 15	Candidate	Provides Dean with documentation	Article 22.08
August 31	Candidate	First deadline to withdraw application without prejudice; may also withdraw before TPC recommendation	Article 22.02 c)
September 15	Dean	Communicates FRC membership <i>Candidate may submit written objections within 10 Days</i>	Article 22.11 a)
October 15	Dean	Assembles documentation for the FRC, provides copy to candidate <i>Candidate has 10 Days to respond in writing; may also elect to respond orally to FRC</i>	Article 22.10 a) and b)
November 15	FRC	Provides recommendation to candidate, Dean, Provost <i>Candidate has until first Day of January to provide written response; may also elect to respond orally to TPC</i>	Article 22.10 c) and d) Article 22.12 a)
December 1	Dean Provost	Provides recommendation <i>Candidate has until first Day of January to provide written response; may also elect to respond orally to TPC.</i> Communicates TPC membership <i>Candidate may submit written objections within 10 Days</i>	Article 22.09 c) Article 22.10 e) 22.11 b)
December 31	Dean	Assembles documentation for TPC	Article 22.09 d)
March 31	TPC	Conveys recommendation to the candidate and President	Article 22.12 c)
April 30	President	Informs candidate, TPC, Provost, and FA of their recommendation within one month. Presents positive recommendation to Board of Governors at next scheduled meeting; candidate notified of Board's decision within 10 Days. <i>Candidate has 10 Days to appeal negative recommendation</i>	Article 22.12 e)-h)
July 1	N/A	Decision to grant promotion effective	Article 22.12 i)

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Day: When capitalized, refers only to days when the University is open

Dean: Faculty Member's Dean or designate

Provost: Provost or designate

FRC: Faculty Review Committee

TPC: Tenure and Promotion Committee