

College of Art and Design

Promotion in Rank to Senior Lecturer or Principal Lecturer

Promotion in Rank to Senior Lecturer/Principal Lecturer: Timeline

March 1	Call for nominations to the CAD Schools from the School Directors
March 15	Faculty nominations for promotion received by School Director
April 1	Eligible candidates receive written acknowledgement of the initiation of the consideration for promotion process and a request for materials by the School Director
May 31	Dean's office (Grace Gladney) provides a Faculty Document Submissions guide and link for the candidate to upload their electronic documentation
August 15	Candidate uploads portfolio of documentation , which includes all of the required documentation to the file share link provided by the Dean's office by May 31 st
September 15	School Director provides letter accessing the candidate to the Promotion Committee Chair Promotion Committee chair solicits confidential letters from the tenured faculty members and Non-Tenure Track teaching faculty senior in rank from within the candidate's School
January 1	All materials, including all letters, should be made available for review by the CAD Promotion Committee
February 1	Promotion Committee chair submits a letter of recommendation for or against promotion to the Dean, including the tally of votes from members of the committee and a summary of the internal letters from the candidate's School
March 1	Dean submits a letter of recommendation for or against promotion to the Provost
May 1	Candidate notified regarding the promotion decision by the Provost