

Dean's Office informs Department Chair and staff member of probationary period ending times by **April 1**

**ALES Probation, Tenure, Promotions & Sabbaticals 2022**

Department Chair **informs and submits packages** to Dean/FEC Chair with recommendation regarding probation, tenure and promotion by: **September 16, 2022**  
*(Third Friday of September)*

Second Probation **RECOMMENDED**  
Dean **APPROVES**    Dean **REJECTS**

Second Probation **NOT Recommended**    Tenure **NOT Recommended**

Tenure **RECOMMENDED**

FEC Chair advises Staff Member of their rights (*one month before FEC Meeting*) **September 22, 2022**

Staff indicates if they will attend and makes submission of material or both at least 10 days before FEC Meeting (13.49 of agreement) by **October 5, 2022**

Dept Chair responds to submission at least 5 days before FEC Meeting by **October 13, 2022**

**ALES FEC Meeting (Probation, Tenure, Promotions, and Sabbaticals) OCTOBER 20, 2022**

Second Probation **APPROVED**    One Year Extension of Probation **APPROVED**    Tenure **APPROVED** and Staff Designated Associate Professor

Second Probation or Tenure **DENIED**

FEC/Dean/Dept Chair advises staff verbally of approval

Department Chair informs FEC Chair in writing whether they support their original recommendation, or whether they now support FEC's decision (within 3 days) by **October 25, 2022**

FEC Chair/Dean's Office advises staff officially, no later than **October 31**

FEC Chair advises Staff member of decision in writing (within 5 days of meeting) by **October 27, 2022**

Does not request Reconsideration

Deadline for Staff's decision to have case reconsidered is within 5 days of receipt of above letter, no later than **November 3, 2022**

**YES - Reconsideration**

Staff member submits reconsideration package (13.71 of agreement) at least 10 days before reconsideration meeting, no later than **November 10, 2022**

Deadline for Department Chair's response to Staff reconsideration submission at least 5 days prior to reconsideration meeting, no later than **November 18, 2022**

**FEC Reconsideration Meeting (Last Friday of November) NOVEMBER 25, 2022**

Probation & Tenure Decision Reported to Provost's Office by **DECEMBER 20**

Second Probation or One Year Extension or Tenure **APPROVED**

Second Probation or Tenure **DENIED** - FEC Chair informs staff member by within 5 days after Reconsideration meeting, no later than **December 2, 2022**

Within 20 days staff may appeal to General Appeal Committee GAC