

Dean's Office Will inform Department Chair and Faculty Member of Promotion eligibility by **May 31**

(Appendix H: Actual deadline 3 months before FEC Meeting)

Department Chair meets with Faculty Member and advises of intent to support or not support promotions **no later than August 19, 2023**

(Appendix H: at least 2 months before FEC Meeting)

Promotion NOT SUPPORTED by Chair
(§A6.14.1 (b))

Promotion SUPPORTED by Chair
(§A6.14.1 (b))

Staff Member advises Department Chair, within in two weeks of Chairs intent, whether or not an application for promotion will be submitted. If YES, (§A6.17.1 (c)) Staff Member submits promotion package **no later than one month before FEC Meeting, September 19, 2023**

Faculty Member advises FEC Chair whether to attend FEC meeting and/or submit additional written material copying Department Chair at least 10 days before FEC Meeting (§A6.17.2) **October 4, 2023**

Promotion packages submitted by Department to Faculty no later than one month before FEC Meeting **September 30**

Department Chair responds to submission to the FEC Chair at least 5 days before FEC Meeting (§A6.17.3) **October 12, 2023**

ALES FEC Meeting (Promotions + Probation, Tenure and Sabbaticals)
OCTOBER 19, 2023

(§A6.16.7) **Final Decision of FEC - to SUPPORT Promotion**

FEC/Dean/Dept Chair advises staff verbally of promotion

FEC Chair/Dean's Office advises staff officially (§A6.16.7) by **October 31**
(or within 15 days after FEC Meeting)

IF Promotion is NOT SUPPORTED by FEC, FEC Chair advises staff member of decision and issues in writing within 5 days of meeting (§A6.19.3) by **October 26, 2023**

Promotion NOT SUPPORTED by Chair & FEC
(§A6.18.12)

Promotion Supported by Chair but NOT SUPPORTED by FEC (§A6.19.1(b))

(§A6.20.2) Staff Member takes no action - Preliminary Decision **becomes Final Decision - no right to appeal Decision to GAC**

Staff Member requests to have case reconsidered within 5 days of receipt of above letter (§A6.20.1), by **November 2, 2023**

Staff member submits reconsideration package (13.71 of agreement) at least 10 days before reconsideration meeting (§A6.17.2 & §A6.21.1), by **November 10, 2023**

Promotion Decision Reported to Provost's Office by **DECEMBER 20**

After reconsideration Promotion SUPPORTED by FEC

Department Chair's response to Staff reconsideration submission at least 5 days prior to reconsideration meeting (§A6.17.3 & §A6.21.3) by **November 17, 2023**

(§A8.06.6) Decision of GAC final and binding.

(§A6.21.5(h)) **Reconsideration Final Decision of FEC is NOT TO SUPPORT promotion**

FEC Reconsideration Meeting
(Last Friday of November)
NOVEMBER 24, 2023

Within 20 days (§A6.16.8) Staff Member has right to appeal Final Decision of FEC - not to award promotion per §A8.03.1(c) to GAC

FEC Chair advises staff of decision within 5 days of meeting, (§A6.19.3) by **December 1, 2023**