

**TC P&T Due Dates AY 2023-2024**

Month	Date	Description	Due to Dean	Due to Provost/Other	Area
SEPT	1	Provost's Office sends the Promotion and Tenure lists of faculty status to deans for verification			
SEPT		Stop the Clock Request(s) due	9/15	9/22	TC Dean/Provost
SEPT	25	TC P&T Informational Meeting for Faculty TC 1008 4-5 p.m.			
SEPT	28	TC P&T Informational Meeting for Faculty TC 1008 11 a.m.- Noon			
OCT		2024-2025 Unit and College Promotion and Tenure Documents due send to Amber- arspaw@bsu.edu	10/13	10/30	TC Dean/Provost
OCT	19	TC P&T Committee meet to review 2024-2025 P&T Documents			TC Dean
OCT		Second Year Dismissal Recommendation letters due via FS & RPT	10/23	11/3	TC Dean/Provost
DEC	5	President sends Second Year Dismissal Recommendation letters			
DEC		First Year Dismissal Recommendation letters due via FS & RPT	12/15	1/12	TC Dean/Provost
DEC		Progress Toward Tenure and Promotion and Unsatisfactory Progress Toward Tenure and Promotion Recommendation letters for first, second, third, fourth, fifth, and sixth year faculty due via FS & RPT	12/15	1/12	TC Dean/Provost
DEC		Recommendation for dismissal letters for third, fourth, fifth, and sixth year faculty due in Provost's office via FS & RPT	12/15	1/12	TC Dean/Provost
DEC		Recommendation for seventh year dismissal due to Provost's Office via FS & RPT [note: there is no unsatisfactory progress letter for seventh year]	12/15	1/12	TC Dean/Provost
JAN	TBD	TC P&T Comm Mtg - Discuss Candidate Progress TC 1007			P&T Committee
JAN	TBD	TC P&T Comm Mtg - Discuss Promotion TC 1007			P&T Committee
JAN		All recommendations for Granting of Tenure and Promotion letters from deans, college, and unit Promotion and Tenure Committees due via FS & RPT	1/12	2/2	TC Dean/Provost
JAN		Recommendation for Promotion to Professor letters from deans, college, and unit Promotion and Tenure Committees due via FS & RPT	1/12	2/2	TC Dean/Provost
MAR	1	Provost sends First, Second, Third, Fourth, Fifth and Sixth Year Progress Toward Tenure letters <b>and</b> First, Second, Third, Fourth, Fifth and Sixth Year Unsatisfactory Progress Toward Tenure letters to faculty			
MAR	1	Provost sends Third, Fourth, Fifth and Sixth Year dismissal letters to faculty			
MAR	8	Provost sends Seventh year Recommended for Tenure and Promotion to Associate Professor letters to faculty			
MAR	8	Provost sends Seventh year dismissal letters to faculty			
MAR	8	Provost sends Recommended for Early (fifth or sixth year) Tenure and Promotion to Associate Professor letters to faculty			
MAR	8	Provost sends all Recommendations for Promotions and Granting of Tenure to President			
MAY	3	President sends Promotion and Granting of Tenure letters to faculty upon approval by the Board of Trustees*			