

**TCE 2018-2019 Schedule for Non-Tenure Track (NTT) Promotion Review
(Including lecturers and research faculty)**

Date	Event
October 31	Non-Tenure Track Faculty Promotion Workshop – NTT Faculty/Department Heads, 1:30-3:00, Black Cultural Center (BCC) 102/103/104
November 6	Non-Tenure Track Faculty Promotion Workshop – NTT Faculty/Department Heads, 9:30-11:00, Black Cultural Center (BCC) 102/103/104
November 15	Non-Tenure Track Faculty Promotion Workshop – NTT Faculty/Department Heads, 2:00-3:30, Black Cultural Center (BCC) 102/103/104
Dec 5	Non-Tenure Track Faculty Promotion Informational Meeting (TCE)- NTT Faculty/Department Heads, 2:00-3:00, Perkins 219.
January 25	Eligible Non-Tenure Track Faculty Submit dossiers to their units
February 28	Units submit recommendations to the College
March 1-31	College NTT Faculty Promotion Committee reviews candidate dossiers
April 1	College NTT Faculty Promotion Committee submits recommendations to Dean of the College
May 1	Dean makes recommendation to the Provost
June 28	Provost notifies candidates of outcome of the process

Note: All non-tenure track faculty must undergo evaluation each year. The evaluations themselves are to remain in the non-tenure track faculty member's departmental file. In order to be considered for promotion, a non-tenure-track faculty member must have annual evaluations for every year under review.