

## Deans' Dossier Schedule 2017-18

<b>ACTION</b>	<b>Department Materials Due for Dean's Review</b>	<b>Deans' Materials Due for University-Level Review</b>	<b>Trustee Meeting Dates</b>	<b>Earliest Date Action Effective</b>
Tenure	June 1, 2017	August 10, 2017	October 19-21, 2017	November 1, 2017
Promotion to Professor*	July 1, 2017	September 5, 2017	Final approval: Provost	November 1, 2017
Election to Endowed Chair	July 1, 2017	September 7, 2017	October 19-21, 2017	November 1, 2017
Tenure	August 1, 2017	October 18, 2017	January 25-27, 2018	February 1, 2018
Promotion to Professor*	September 1, 2017	October 26, 2017	Final approval: Provost	January 1, 2018
Election to Endowed Chair	September 1, 2017	November 2, 2017	January 25-27, 2018	February 1, 2018
Tenure	September 1, 2017	November 16, 2017	March 22-23, 2018	April 1, 2018
Promotion to Professor*	December 1, 2017	February 1, 2018	Final approval: Provost	April 1, 2018
Election to Endowed Chair	December 1, 2017	January 18, 2018	March 22-23, 2018	April 1, 2018
Tenure	December 1, 2017	February 22, 2018	May 25-27, 2018	July 1, 2018
Promotion to Professor*	March 1, 2018	April 25, 2018	Final approval: Provost	July 1, 2018
Election to Endowed Chair	February 1, 2018	March 27, 2018	May 25-27, 2018	July 1, 2018

*\*Already tenured at Cornell University*

The tenure due date for the deans' offices is the guaranteed date for timely consideration. Dossiers submitted after the due date risk not being considered in time for the indicated Board of Trustees meeting. \* If the "Due in CHE" date falls on a non-working day, then the dossier will be due the next business day.

**For candidates who have held tenure previously**, at another institution or at Cornell:

Provost's authority determines whether to seek the advice of the University Faculty FACTA tenure committee. A dean's special request to waive FACTA review is not necessary; all eligible dossiers are routed for waiver consideration.

Because the provost *could* seek FACTA advice, dossier submission should adhere to the issued schedule.

Late submission of a FACTA-optional tenure dossier still must anticipate time for the provost's decision and for providing items to the trustees, which must occur weeks before the trustees meet.