**ST. BONAVENTURE UNIVERSITY**

**RECOMMENDATIONS TIMETABLE**

**2019-20**

The following timetable shall apply to all applications for tenure, promotion, professor emeritus, and paid leaves during the 2019-20 academic year:

Deadline

9/1 Application materials submitted via Moodle to department chair

9/13 Chair letter provided to applicant

9/27 Chair letter and applicant response to chair letter submitted via Moodle to dean

10/11 Dean letter provided to applicant and chair

10/21 Dean letter and applicant response to dean letter submitted via Moodle to provost

11/8 Provost letter provided to applicant, chair, and dean

11/22 Provost letter and applicant response to provost letter submitted via Moodle to committee on recommendations

1/21 Tentative date for requested meetings of applicants with committee on recommendations i

1/24 Completion of any requested meetings of applicants with committee on recommendations [[1]](#endnote-1)

1/31 Committee on recommendations provides preliminary letter to applicant, chair, dean and provost

2/7 Applicant written requests for hearing to chair of committee on recommendations

2/14 Completion of hearings by committee on recommendations

2/21 Committee on recommendations letter submitted via Moodle to president

3/6 Last day for Committee meeting with President and Provost

3/13 President letter submitted via Moodle to applicant, chair, dean, provost and committee on recommendations.

3/27 Publish list of faculty with granted status

1. It is the responsibility of applicants to contact the chair of the committee on recommendations well in advance of this deadline if the applicant would like to schedule a meeting with the committee in advance of the formulation of their preliminary letter. [↑](#endnote-ref-1)