

**ST. BONAVENTURE UNIVERSITY**  
**RECOMMENDATIONS TIMETABLE**  
**2024-2025**

The following timetable shall apply to all applications for tenure, promotion, professor emeritus, and paid leaves during the 2025-2026 academic year:

Deadline

9/1	Application materials submitted via Moodle to department chair
9/20	Chair letter provided to applicant
9/27	Chair letter and applicant response to chair letter submitted via Moodle to dean
10/18	Dean letter provided to applicant and chair
10/25	Dean letter and applicant response to dean letter submitted via Moodle to provost
11/15	Provost letter provided to applicant, chair, and dean
12/06	Provost letter and applicant response to provost letter submitted via Moodle to committee on recommendations
1/20	Tentative date for requested meetings of applicants with committee on recommendations <sup>i</sup>
1/24	Completion of any requested meetings of applicants with committee on recommendations <sup>i</sup>
1/27	Committee on recommendations provides preliminary letter to applicant, chair, dean and provost
2/3	Applicant written requests for hearing to chair of committee on recommendations
2/14	Completion of hearings by committee on recommendations
2/17	Committee on recommendations letter submitted via Moodle to president
3/3	Last day for Committee meeting with President and Provost
3/10	President letter submitted via Moodle to applicant, chair, dean, provost and committee on recommendations.
3/24	Publish list of faculty with granted status

---

<sup>i</sup> 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.