

**TCE 2017-2018 Schedule for Non-Tenure Track (NTT) Promotion Review
(Including lecturers and research faculty)**

Date	Event
November 8	Lecturer Promotion Workshop – NTT Faculty/Department Heads, 9:30 – 11:00, Black Cultural Center (BCC) 102/103/104
November 8	Lecturer Promotion Workshop – NTT Faculty/Department Heads, 3:00 – 4:30, Black Cultural Center (BCC) 102/103/104
November 14	Lecturer Promotion Workshop – NTT Faculty/Department Heads, 9:30 – 11:00, Black Cultural Center (BCC) 102/103/104
January 26	Eligible lecturers and research faculty submit dossiers to their units
February 28	Units submit recommendations to the College
March 1-31	College NTT Promotion Committee reviews candidate dossiers
April 2	College NTT Promotion Committee submits recommendations to Dean of the College
May 1	Dean makes recommendations to the Provost
June 1	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.