

ACADEMIC APPOINTMENT AND PROMOTION TIMELINE

	<b>TIMELINE</b>
<b>FIRST YEAR REAPPOINTMENT (one year contract)</b>	<p>Faculty member submit portfolio for review to Peer Review Committee 5 months prior to expiration of term by <b>December 15</b></p> <p>Department Peer Review Committee recommendation to Department Chairperson by <b>January 1</b></p> <p>Department Chairperson recommendation to Dean by <b>January 15</b></p> <p>Dean recommendation to Vice President of Academic Affairs by <b>February 1</b></p> <p>Vice President for Academic Affairs recommendation to President by <b>February 15</b></p> <p>President's decision and notice to faculty member 3 months prior to expiration by <b>March 31</b></p>
<b>REAPPOINTMENT AFTER ONE YEAR (first two year contract)</b>	<p>Faculty member submit portfolio for review to Peer Review Committee 9 months prior to expiration of term by <b>September 15</b></p> <p>Department Peer Review Committee recommendation to Department Chairperson by <b>October 15</b></p> <p>Department Chairperson recommendation to Dean by <b>November 1</b></p> <p>Dean recommendation to Vice President of Academic Affairs by <b>November 15</b></p> <p>Vice President for Academic Affairs recommendation to President by <b>December 1</b></p> <p>President's decision and notice to faculty member 6 months prior to expiration by <b>December 15</b></p>
<b>REAPPOINTMENT AFTER 2 YEARS, INCLUDING CONTINUING APPOINTMENT</b>	<p>Faculty member submit portfolio for review to Peer Review Committee 20 months prior to expiration by <b>January 1</b></p> <p>Department Peer Review Committee recommendation to Department Chairperson by <b>February 15</b></p> <p>Department Chairperson recommendation to Dean by <b>March 1</b></p> <p>Dean recommendation to Vice President of Academic Affairs by <b>April 1</b></p> <p>Vice President for Academic Affairs recommendation to President by <b>June 15</b></p> <p>President's decision and notice to faculty member 12 months prior to expiration by <b>August 31</b></p>

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<b>PROMOTION</b>	<p>Faculty member declares their intent to request promotion via email to the Dean's office, Provost's office (<a href="mailto:provostoffice@canton.edu">provostoffice@canton.edu</a>), and President's office (<a href="mailto:president@canton.edu">president@canton.edu</a>) by <b>December 1</b></p> <p>Faculty member submit portfolio for review to Peer Review Committee by <b>January 1</b></p> <p>Department Peer Review Committee recommendation to Department Chairperson by <b>February 15</b></p> <p>Department Chairperson recommendation to Dean by <b>March 1</b></p> <p>Dean recommendation to Vice President of Academic Affairs by <b>April 1</b></p> <p>Vice President for Academic Affairs recommendation to President by <b>June 15</b></p> <p>President's decision and notice to faculty member 12 months prior to expiration by <b>August 31</b></p>
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