

Vice President for Academic Affairs

Associate to Professor (with Doctorate) Promotion Timeline

Faculty promotion requests will be considered twice each year to accommodate faculty hired mid-year: requests on or before April 15 shall be considered for promotion effective January of the following calendar year. Requests submitted on or before October 15 shall be considered for promotion effective July of the next calendar year.

	Faculty Items		Chair Items De		an Items	VPAA Items		
Rank Date*	VPAA Office reminds chair of initial request due date	Faculty submits letter requesting promotion to Chair and Dean	VPAA office provides promotiona I resources	Faculty to upload promotion packet for dept. chair review	Chair submits promotion recommen- dation to Dean	Dean submit promotion recommen- dation to VPAA	VPAA submits promotion recommen- dation to President	Effective date
Fall 2020	Sep. 4, '24	Oct. 2, '24	Oct. 16, '24	Dec. 6, '24	Jan. 22, '25	Feb. 19, '25	Mar. 28, '25	Jul. 1, 2025
Spring 2021	Mar. 12, '25	Apr. 2, '25	Apr. 16, '25	Sep. 3, '25	Sep. 17, '25	Oct. 8, '25	Oct. 29, '25	Jan. I, 2026
Fall 2021	Sep. 3, '25	Oct. I, '25	Oct. 15, '25	Dec. 5, '25	Jan. 21, '26	Feb. 18, '26	Mar. 27, '26	Jul. 1, 2026
Spring 2022	Mar. 11, '26	Apr. I, '26	Apr. 15, '25	Sep. 2, '26	Sep. 16, '26	Oct. 7, '26	Oct. 28, '26	Jan. I, 2027

* CBA XIII. 3. A. – An associate professor will be eligible for promotion to professor when, other conditions of this article having been compiled with, she/he is an outstanding teacher, has received superior evaluations, has been in the rank of associate professor for five (5) years, and has a doctorate from a regionally accredited institution of higher education. In the absence of a doctorate, the faculty member must have been in the rank of associate professor for seven (7) years.