

2009-2010 P&T Calendar
College of Agriculture and Life Sciences (C)
Texas AgriLife Research (R)
Texas AgriLife Extension Service (E)

April 27, 2009	C R E	Distribution of information for 2009/2010 promotion and tenure process
August 28	R	Resident directors submit two (2) copies of promotion dossier file for each off-campus promotion candidate to respective disciplinary department head for review by departmental promotion and tenure committee and department head.
September 11	R	Department head returns departmental promotion recommendations on off-campus promotion candidates to resident director.
September 25	C R E	DEADLINE – Submission of dossiers for College tenure and/or promotion and Texas AgriLife Research and Texas AgriLife Extension Service promotion candidates. Deliver to the Assistant to the Executive Associate Dean, Lynette Huval. Submit one (1) printed copy of the dossier in a folder clearly marked with the candidate's name and department/unit, and send one (1) copy as an Adobe Acrobat file (PDF) attached to an email to lhuval@ag.tamu.edu .
September 28 – October 2	C R E	Cursory review of promotion/tenure dossiers for content, format and completeness by office personnel; work with departments/units to correct problems, etc. (Huval/Patranella)
October 5	C R E	Agriculture and Life Sciences Peer Review Committee has initial meeting to discuss process, review, etc.
October 5	C R E	Dossiers posted on website for delivery to Agriculture and Life Sciences Peer Review Committee
October 5 to November 4	C	Promotion and tenure dossiers for College faculty are reviewed by Agriculture and Life Sciences Peer Review Committee.
October 26	C Mid	DEADLINE – Submission of one (1) printed copy and one Adobe Acrobat (PDF) computer file for College Mid-Term Review of faculty. Deliver by email to the Assistant to the Executive Associate Dean, Lynette Huval, Vice Chancellor/Dean/Director's office; lhuval@ag.tamu.edu)
November 6	C	Agriculture and Life Sciences Peer Review Committee transmits reports and recommendations on College promotion and tenure candidates to Dean.
November 9	C	Dean notifies department head of the Committee's recommendation; department head notifies candidate.
November 9 – December 4	C Mid	<i>College-tenured committee members [7] review and provide recommendations on College Mid-Term Review dossiers.</i>
November 9 – 16	C	The Dean, in consultation with the Executive Associate Dean, Texas AgriLife Research Director and Texas AgriLife Extension Service Director, reviews promotion dossiers.
November 16	C	The department head is notified of the Dean's initial recommendations; department head notifies candidate.

C Mid = Midterm Review process for College faculty

November 20	C	DEADLINE -- The department may submit new information in cases, for which the Dean's initial decision is negative, for further consideration by the Agriculture and Life Sciences Peer Review Committee and the Dean.^a
November 23	C	The Agriculture and Life Sciences Peer Review Committee is asked to review the new information and comment on whether or not it affects their recommendation. This may be done through email solicitation.
December 5	C	Dean transmits College Tenure/Promotion recommendations to TAMU Dean of Faculties Office, including electronic copies of dossier, etc.
December 5	C	Dean notifies department head upon submission of recommendation to the Dean of Faculties and Provost. Department head notifies Candidate.
December 7	C Mid	<i>College-tenured committee members transmit assessments on Midterm Review dossiers to Dean.</i>
December 9	C Mid	<i>Dean notifies department head of the Committee's and the Dean's assessment; department head notifies and counsels candidate.</i>
January 2010	C	College Dean meets and reviews recommendations with Provost and Dean of Faculties on TAMU Tenure and Promotion candidates.
December 7, 2009 – January 11, 2010	R E	The Agriculture and Life Sciences Peer Review Committee reviews dossiers and recommendations on promotion of Texas AgriLife Research and Texas AgriLife Extension Service faculty.
January 2010	C	Dean of Faculties notifies Dean of the Provost's recommendations, who notifies department head, who notifies candidate. Provost forwards recommendations to the President.
January 2010	C	DEADLINE -- Departments submit the following to the Assistant to the Executive Associate Dean: biographical information for Chancellor/Board of Regents; and paragraphs/electronic (digital) photos (minimum of 300 dpi) for recognition booklet. The Executive Associate Dean transmits to Dean of Faculties Office.
January 19	R E	Agriculture and Life Sciences Peer Review Committee transmits recommendations on promotion of Texas AgriLife Research and Texas AgriLife Extension Service faculty to the directors of Texas AgriLife Research and Texas AgriLife Extension Service through the Executive Associate Dean.
January 20	R E	Directors notify the department head or resident director (as appropriate) of the Committee's promotion recommendation, who inform the candidate.
January	C	President notifies Provost of President's recommendations. Dean of Faculties notifies Dean, who notifies department head, who notifies candidate.
February	C	President forwards tenure recommendations to the Board of Regents through Chancellor. President forwards promotion recommendations to the Chancellor.
January 29	R E	The Directors of Texas AgriLife Research and Texas AgriLife Extension Service review promotion dossiers, with input from the Dean and Executive Associate Dean, and forward recommendations to the Vice Chancellor.
February 1	R E	The Directors notify the department head or resident director (as appropriate) of the Texas AgriLife Research and Texas AgriLife Extension Service Directors' promotion recommendation, who inform the candidate.
February 12	R E	The Vice Chancellor forwards Texas AgriLife Research and Texas AgriLife Extension Service promotion recommendations to Chancellor.

February 15	R E	Directors notify the department head or resident director of the Vice Chancellor's recommendations to the Chancellor. The department head or resident director (as appropriate) notifies candidate.
March	R E	Chancellor reviews recommendations and confirms Texas AgriLife Research/Texas AgriLife Extension Service faculty promotions.
March	R E	The Chancellor's office notifies the Vice Chancellor, who notifies the directors, who then notify the department heads or resident directors, who notify the candidates. ^b
March	C	Board of Regents reviews recommendations and makes final decision on tenure candidates. The Chancellor confirms the University's promotion recommendations.
March	C	Dean of Faculties notifies Dean of the Board of Regents and Chancellor's decisions, who notifies department head, who notifies candidate.
September 1, 2010	C R E	Tenure and promotion decisions become effective.

^a If the dean recommends against tenure and/or promotion and that recommendation is contrary to the department head's recommendation, the dean shall inform the department head and faculty member of the reasons for the recommendation. The department may then resubmit the case for further consideration. Any reconsideration, however, must be based upon either (a) new evidence that is not already contained within the dossier, or (b) substantial and entirely new arguments that were not made in the first presentation. If the case is resubmitted, it shall be reviewed by the dean and the College-wide tenure and promotion committee before a final recommendation concerning tenure and/or promotion is forwarded to the Executive Vice President and Provost. (Page 14 of 27 of University Rule 12.01.99.M2, Statement on Academic Freedom, Responsibility, Tenure and Promotion)

^b These notifications will be distributed at the same time.