

# OFFICE OF FACULTY AFFAIRS

## RANGE ELEVATION CALENDAR

### Academic Year 2016-2017

September 2, 2016	Office of Faculty Affairs will distribute Range Elevation materials to departmental and decanal offices. Department responsibility to ensure that each eligible faculty member who receives application materials.
September 7, 2016	Deadline for distribution of materials for eligible temporary faculty.
October 5, 2016	Application due to the Department RTP Committee for review. The Chair, if performing a separate review, shall review the materials at the same time.
November 14, 2016	Department RTP Committee and Chair, if performing separate review, shall provide written evaluation and recommendation. The Candidate has ten days to submit a written rebuttal.
November 28, 2016	Dean to receive the application and recommendation from the Department RTP Committees. Candidate rebuttals, if any, due to Dean's office.
December 16, 2016	Dean to provide written evaluation and recommendation to the Candidate. The Candidate has ten days to submit a written rebuttal to the Provost, via the Office of Faculty Affairs.
January 27, 2017	All Range Elevation applications and recommendations are due in the Office of Faculty Affairs. Candidate's written rebuttal to the Dean's recommendation due to Office of Faculty Affairs.
February 24, 2017	Final decision from the Provost to the Candidate.

**\* Time deadline is 5:00 p.m. on the date provided.**