

ASPT timeline for promotion from Associate Professor to Professor

(if timeline date falls on a non-working day, action must take place no later than last working day before the deadline)

Timelines are provided as an aid to planning and to finding relevant paragraphs in the ASPT document. They do not represent official University policy, nor are they official interpretations. Please refer to the latest version of the full ASPT document and the specific year's ASPT calendar on the Provost's website for official policies and dates. Requests for interpretation of ASPT policies may be directed to the URC. (Section II.F.)

Usual minimum eligibility: 4th year at ISU as Associate Professor; 10th year in profession at Assistant Professor or higher

YEAR @ ISU	SEMESTER	DATE	ACTION	ASPT REFERENCE
4 th /10 th (see above)	Fall Semester	Nov. 1	Application for promotion to Professor due to DFSC/SFSC	IV.C.2 V.C.2b VIII.B VIII.D VIII.E.3 Appendix 1B
4 th /10 th (see above)	Fall Semester	Nov. 15	DFSC/SFSC must notify promotion and tenure candidates, in writing, of intended recommendations to CFSC at least 10 working days before submitting these recommendations to CFSC and provide opportunity, if requested, for the candidates to meet with the committee to discuss these recommendations. If the candidate wishes to appeal then the candidate must request a meeting with the DFSC/SFSC within 5 working days of receiving the recommendation	V.C.2b V.C.3 V.C.4 Appendix 1B
4 th /10 th (see above)	Fall Semester	Dec. 15	DFSC/SFSC recommendation reported to candidate and CFSC	IV.C.2 IV.C.4 V.C.4 Appendix 1B
4 th /10 th (see above)	Winter Break	Jan. 5	annual performance evaluation materials due to DFSC/SFSC (rest of the annual performance evaluation process follows standard annual performance evaluation calendar)	V.C.2a VII.D. Appendix 1C

4 th /10 th (see above)	Spring Semester	Feb. 1	CFSC notifies candidate of intended recommendation. . If the candidate wishes to appeal then the candidate must request a meeting with the CFSC within 10 working days of receiving the recommendation.	IV.C.2 IV.C.4 Appendix 1B
4 th /10 th (see above)	Spring Semester	Mar. 1	CFSC recommendation reported to candidate, DFSC/SFSC, and Provost	IV.C.5 Appendix 1B
4 th /10 th (see above)	Spring Semester	Mar. 15	Request for appeal of negative CFSC recommendation must be filed with FRC	III.D. XIII.D.1b XIII.D.2 XIII.E1 Appendix 1B
4 th /10 th (see above)	Spring Semester	Mar. 21	Provost's recommendation reported to candidates, etc. not filing appeals	IV.C.6 Appendix 1B
4 th /10 th (see above)	Spring Semester	Apr. 15	FRC recommendation on appeals due to candidate, Provost, etc. unless interim report required	III.C. XIII.D.3-4 XIII.E.5 Appendix 1B
4 th /10 th (see above)	Spring Semester	Apr. 30	Provost's recommendation reported to candidates, etc. who filed appeals	IV.C.6 Appendix 1B
4 th /10 th (see above)	Spring Semester	May 15	President's letters of notification sent to candidates for promotion	Appendix 1B