

## Librarian Promotions Calendar

NO LATER THAN	
September 19, 2024	President provides the union with faculty line analysis and recommended promotional opportunities.
September 26, 2024	Union meets with President to discuss Union's promotional opportunity recommendations and rationale. President provides final number of opportunities to Union Leadership.
October 1, 2024	President or the designee announces number of promotions at each rank.
November 1, 2024	Candidates upload applications to Library Personnel Committee via online system.
February 3, 2025	Library Personnel Committee submits its final recommendations to Dean via online system.
February 10, 2025	Dean submits recommendations to Provost and Senior Vice President and President via online system.
February 17, 2025	President notifies Library Personnel Committee regarding acceptance of final recommendations.
March 3, 2025	President notifies candidates, in writing, of the intent to recommend promotions to the Board of Trustees for approval at the June Board of Trustees meeting.
June 22, 2025	President notifies candidates, in writing, of the Board of Trustees' decisions.

Note: When a contractual or legal deadline falls on a weekend or holiday, the deadline becomes the following business day