

March 25, 2014

Important News from the Union - Did you know...

...that important dates regarding application for renewal, tenure and promotion are coming soon ?

By April 1, Deans are required to advise Departmental Chairpersons and the Vice President, Academic & Research, of the names of faculty members who will be eligible for renewal of appointment and/or regular tenure consideration in the ensuing academic year (Article 11.1.10). If you believe that you should be up for renewal in 2014-2015 (i.e., you are currently in your second year of service at SMU) or for tenure (i.e. you are currently in your fourth year of service at SMU), and you have not received from your Dean a notification that you are up for renewal or tenure, please contact your Dean to clarify your renewal or tenure application status.

Members need to know that applications for promotion, tenure, accelerated promotion or early consideration of tenure, including supporting material as defined in Article 11.1.12, are the responsibility of the Faculty Member. Such applications shall normally be made according to the following schedule:

April 15 Candidates shall inform department chairs

of their intention to apply and provide them with their list of potential assessors.

May 15 The Department Chair shall provide the Dean with a list of applicants, together with the applicants' and Department's list of potential assessors.

June 15 The Dean shall finalize the list of assessors to be consulted.

June 15 Candidates shall submit the original and three (3) copies of their application file to the Dean and one (1) copy to the Department Chair.

The Department has the responsibility to complete its review and communicate its judgement according to the following schedule:

(a) Renewal of Appointment: no later than October 15 of the Academic Year during which the appointment terminates;

(b) Promotion: no later than February 15 of the Academic Year preceding the possible date of promotion;

(c) Tenure: no later than February 15 of the Academic Year during which the appointment terminates.

Faculty Members who are eligible to apply for tenure

and promotion at the same time may submit one application file to be considered for both. Although application for promotion and tenure may be made at the same time, the different criteria laid out in Articles 11.1.21 and 11.1.22 for Promotion and Tenure, respectively, must be followed for each consideration.

If you have any questions about the application process, please consider coming to the Faculty Union Workshop on Renewal, Tenure and Promotion on March 28th, 2014 (1-3 pm). This workshop provides a lot of insights on what constitute a successful application.

SMUFU Executive