

**Calendar of Key Dates**

**Article II. Table 1. Dates for Permanent Status Review \***

<i>Date</i>	<i>Description</i>
July 15	Notification in writing by Dean of Libraries and Instructional Resources to librarians who must undergo mandatory review for permanent status (see 3.2.2.2 )
August 15	Deadline for submitting dossiers and letters of request for permanent status to the Dean of Libraries
September 1	Deadline for submission of supervisors' letters of reference and any other letters of reference to the chair of the LFPRC
October 1	LFPRC reports to candidates and to the Dean of Libraries on the decision to recommend/not recommend candidates for permanent status
November 1	Dean of Libraries decides whether to recommend/not recommend candidates, submits recommendations to candidates and LFPRC, and submits dossiers and recommendations to Provost
December 15	Provost sends recommendations to President
January 15	President notifies candidates in writing of permanent status decision. Dean notifies LFPRC of final decisions.

**Article III. \*Exception:** These dates apply to everyone who is reviewed for permanent status during or before the sixth year. If the LFPRC recommendation for promotion is positive in the sixth year, then permanent status will also be recommended unless conditions in 3.2.1.5 preclude such a recommendation.

**Article IV. Table 2. Key Dates for Promotion Review**

<i>Date</i>	<i>Description</i>
December 15	Deadline for submitting dossiers and letters of request for promotion to the Dean of Libraries
January 15	Deadline for submission of supervisors' letters of reference and any other letters of reference to the chair of the LFPRC
February 15	LFPRC reports to candidates and to the Dean of Libraries on the decision to recommend/not recommend candidates for promotion
March 1	Candidates notify Dean of Libraries of intention to move forward or to withdraw applications (on receipt of negative recommendations from LFPRC)
March 15	Dean of Libraries decides whether to recommend/not recommend candidates, submits recommendations to candidates and LFPRC, and submits dossiers and recommendations to

	Provost
April 1	Candidates notify Dean of Libraries of intention to move forward to Provost or withdraw application (on receipt of negative recommendations from Dean of Libraries)
May 1	Provost sends recommendations to President
May 15	President notifies candidates in writing of permanent status decision. Dean notifies LFPRC of final decisions.