

TO: All MUNFA Members

FROM: The MUNFA Executive Committee

DATE: April 21, 2009

SUBJECT: PROMOTION DEADLINES

- Deadline for Setting up Promotion & Tenure Committees
- Deadline for Applying for Promotion

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You should be aware that in accordance with Clauses 8.01 or 14.01 Promotion and Tenure Committees in each academic unit must be established by May 1.

Academic Staff Members who wish to be considered for promotion in the coming Academic Year are reminded that, in accordance with Clauses 12.02 (Faculty Members) or 18.01 (Librarians) of the Collective Agreement, they must make an application in writing (or a nomination in writing must go forward) to their Administrative Head by September 1.

More information on promotion and tenure guidelines can be found at:

<http://www.mun.ca/munfa/ptasm07-09.pdf>

and

<http://www.mun.ca/munfa/ptlib07-09.pdf>