

TO: All MUNFA Members

FROM: The MUNFA Executive

DATE: April 3, 2014

SUBJECT: PROMOTION DEADLINES
Deadline for Setting up Promotion & Tenure Committees
Deadline for Applying for Promotion

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**.

The rights of Academic Staff Members to participate in peer review processes are a vital part of collegial governance. It is important that we not allow these rights to be eroded because of other work commitments or lack of interest. The MUNFA Executive urges members to share responsibility within their unit and allow their names to stand for election to these important committees.

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:

FACULTY: <http://www.mun.ca/munfa/ptasm10-13.pdf>

and

LIBRARIANS: <http://www.mun.ca/munfa/ptlib10-13.pdf>