

TO: All MUNFA Members

FROM: The MUNFA Executive

DATE: July 16, 2014

**SUBJECT: DEADLINE FOR APPLYING FOR PROMOTION**

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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**.

Please contact the MUNFA Office (ext. 8642; [munfa@mun.ca](mailto:munfa@mun.ca)) if you require further assistance.