

Deans' Dossier Schedule 2024-25

ACTION	Due to CHE Dean's office	Deans' Materials Due for University-Level Review	Trustee Meeting Dates	Earliest Date Action Effective
Tenure	June 1	August 8, 2024	October 17-19, 2024	November 1, 2024
Promotion to Professor*	July 1	August 20, 2024		November 1, 2024
Election to Endowed Chair	July 1	September 5, 2024	October 17-19, 2024	November 1, 2024
Promotion to Professor*	August 1	October 22, 2024		January 1, 2025
Tenure	September 1	October 24, 2024	Jan 30 – Feb 1, 2025	February 1, 2025
Election to Endowed Chair	September 1	November 7, 2024	Jan 30 – Feb 1, 2025	February 1, 2025
Tenure	September 1	November 21, 2024	March 20-21, 2025	April 1, 2025
Election to Endowed Chair	December 1	January 16, 2025	March 20-21, 2025	April 1, 2025
Promotion to Professor*	December 1	January 28, 2025		April 1, 2025
Tenure	December 1	February 20, 2025	May 22-24, 2025	July 1, 2025
Election to Endowed Chair	February 1	March 11, 2025	May 22-24, 2025	July 1, 2025
Promotion to Professor*	March 1	April 22, 2025		July 1, 2025

**Already tenured at Cornell University*

The tenure due date for the deans' offices is the guaranteed date for timely consideration. Dossiers submitted after the due date risk not being considered in time for the indicated Board of Trustees meeting.

For candidates who have held tenure previously, at another institution or at Cornell:

Provost's authority determines whether to seek the advice of the University Faculty FACTA tenure committee. A dean's special request to waive FACTA review is not necessary; all eligible dossiers are routed for waiver consideration.

Because the provost *could* seek FACTA advice, dossier submission should adhere to the issued schedule.

Late submission of a FACTA-optional tenure dossier still must anticipate time for the provost's decision and for providing items to the trustees, which must occur weeks before the trustees meet.