

**MIAMI DADE COLLEGE**  
**FACULTY ADVANCEMENT CALENDAR**  
**2016-2017**

Calendar Day	Week Day	Description	Code
Sept 15, 16	Thu	Self-assessments submitted to Chairpersons by faculty on continuing contract.	CC
Oct 15, 16	Sat	Deadline for Faculty to submit application for Program for Exception to Doctorate (PED).	PED
Oct 30, 16	Sun	Chairpersons complete face-to-face classroom observations for <b>2016-2017 Performance Review</b> of faculty eligible for continuing contract.	ACC
		Chairpersons complete performance reviews of faculty on continuing contract.	CC
		Self-assessments submitted to Chairpersons by faculty eligible for continuing contract.	ACC
Nov 21, 16	Mon	Deadline for Deans to accept appeals of performance reviews from faculty on continuing contract.	CC
Nov 30, 16	Wed	Faculty completes elections to Campus Promotions Committees.	PRO
Dec 15, 16	Thu	Campus Presidents complete appointments to Campus Promotions Committees.	PRO
		Campus Presidents appoint Campus Continuing Contract Committee.	ACC
		Provost and Campus Presidents appoint Endowed Teaching Chair Committee.	ETC
Dec 18, 16	Sun	Deadline for faculty eligible for continuing contract to complete required graduate course.	ACC
Jan 15, 17	Sun	Campuses submit performance reviews of faculty on continuing contract to Human Resources.	CC
Jan 20, 17	Fri	Chairpersons complete performance reviews of faculty eligible for continuing contract.	ACC
Jan 25, 17	Wed	Faculty submits letters of application and promotion packets to Chairpersons.	PRO
		Deadline for faculty eligible for continuing contract to submit letters of application and continuing contract packets to Chairpersons.	ACC
		Deadline for Faculty to submit application for Distinguished Faculty Promotion Exception.	DF
Jan 27, 17	Fri	Deadline for Deans to accept appeals of performance reviews from faculty eligible for continuing contract.	ACC
Jan 30, 17	Mon	Chairpersons submit continuing contract application packets to School Directors/Deans.	ACC
Feb 06, 17	Mon	School Directors submit continuing contract packets to Deans.	ACC
Feb 08, 17	Wed	Deans submit continuing contract packets to Campus Continuing Contract Committee.	ACC
Feb 10, 17	Fri	Chairpersons make recommendations and forward promotion packets to School Directors/ Deans.	PRO
Feb 15, 17	Wed	Chairpersons complete classroom observation of 1 <sup>st</sup> , 2 <sup>nd</sup> , 3 <sup>rd</sup> , and 4 <sup>th</sup> year faculty.	AC
		1 <sup>st</sup> , 2 <sup>nd</sup> , 3 <sup>rd</sup> , and 4 <sup>th</sup> year faculty submit self-assessments to Chairpersons.	AC
Feb 20, 17	Mon	Campuses submit performance reviews of faculty eligible for continuing contract to Human Resources.	ACC
Feb 22, 17	Wed	Campus Continuing Contract Committees submit recommendations to Deans.	ACC
Feb 28, 17	Tue	Deadline for Deans to accept faculty appeals of continuing contract recommendations.	ACC
Mar 01, 17	Wed	Chairpersons complete performance reviews of 1 <sup>st</sup> , 2 <sup>nd</sup> , 3 <sup>rd</sup> , and 4 <sup>th</sup> year faculty.	AC
		Faculty submits letters of application and Endowed Teaching Chair portfolios to Chairpersons.	ETC
Mar 03, 17	Fri	School Directors make recommendations and forward promotions packets to Deans.	PRO
Mar 05, 17	Sun	Deans and Campus Presidents consult and submit continuing contract recommendations to College President, Provost and Associate Provost for Faculty Initiatives.	ACC
		Deans forward promotions packets to Campus Promotions Committee.	PRO
Mar 08, 17	Wed	Deadline for Deans to accept appeals of performance reviews from 1 <sup>st</sup> , 2 <sup>nd</sup> , 3 <sup>rd</sup> , and 4 <sup>th</sup> year faculty.	AC
Mar 15, 17	Wed	Chairpersons determine faculty who meet Endowed Teaching Chair criteria and forward portfolios to Dean.	ETC
		Deadline for faculty to submit application for Program for Exception to Doctorate (PED)	PED
Mar 22, 17	Wed	Deadline for Deans to accept appeals from Endowed Chair applicants.	ETC
Apr 10, 17	Mon	Campuses submit performance reviews of 1 <sup>st</sup> , 2 <sup>nd</sup> , 3 <sup>rd</sup> , and 4 <sup>th</sup> year faculty to Human Resources.	AC
		Campus Promotions Committees submit recommendations to Deans.	PRO
Apr 15, 17	Sat	Chairpersons/School Directors complete review of Endowed Teaching Chair portfolios and forward prioritized list of Endowed Chair candidates to Dean.	ETC
		Deadline for Deans to accept promotion appeals from faculty.	PRO
Apr 23, 17	Sun	Deadline for Deans to accept promotion appeals from faculty.	PRO
May 01, 17	Mon	Campus Presidents and Deans consult to review recommendations and submit prioritized list of candidates to Endowed Teaching Chair Committee.	ETC
May 04, 17	Thu	Campus Presidents and Deans consult and submit list of promotion candidates to College President, Provost and Associate Provost for Faculty Initiatives.	PRO
		Faculty on continuing contract begin to submit self-assessments to Chairperson	CC
Jun 01, 17	Thu	College President notifies continuing contract candidates and Board of Trustees of recommendations.	ACC
Jun 15, 17	Thu	Endowed Teaching Chair Committee submits decisions to Provost.	ETC
		College President notifies candidates and Board of Trustees of promotion recommendations.	PRO
July 30, 17	Sun	Chairpersons complete classroom observations for <b>2016-2017 Performance Review</b> of faculty on continuing contract.	CC

AC = Annual Contract; ACC = Applying for Continuing Contract; CC = Continuing Contract; PRO = Promotion;  
ETC = Endowed Teaching Chair; PED = Program for Exception to Doctorate; DF = Distinguished Faculty

*Note: When a deadline date falls on a weekend, holiday, or non-work period, the next work weekday becomes the actual deadline date.*