

## CAPT CALENDAR 2015-2016

All dates refer to the 2015-2016 Academic Year (A.Y.). (The 4th Floor Faculty will be reappointed by their department.)

### JULY

- Chair sends CAPT Calendar, CAPT Operating Code, and TAC Operating Code to Office of the Dean of Faculty and Vice President for Academic Affairs (DOF/VPAA) for inclusion in department

## **Deadlines for September**

### **September 1**

- Candidates for tenure submit names of referees inside the Skidmore community to the chair of CAPT.
- ADOF informs CAPT of any special arrangements regarding chairs or personnel committees in tenure cases.

### **September 7**

- The Chair of CAPT sends a letter listing tenure candidates for the year to the President with a copy to the DOF/VPAA and ADOF.
- The Chair of CAPT requests letters from chairs, full-time faculty members (and those



**December 4**

- DOF/VPAA announces appointments to endowed chairs.

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**December 11**

**(Last day of classes)**

- ADOF notifies department chairs regarding tenure recommendations;

- In case of a disagreement

