

Secretariat

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GUIDELINES FOR ELECTRONIC SUBMISSION OF TENURE DOSSIERS 2017-2018

As per the regulations, tenure candidates must submit their internal package and external package [to Bonnie Borenstein, Regulatory Officer, Secretariat] by September 1 (7.12.2 Regulations Relating to the Employment of Tenure Track and Tenured Academic Staff/ 3.35 of Regulations Relating to the Employment of Librarian Staff).

You may choose instead to organize your appendices to be at the end of the dossier submission, keeping with the naming convention described above, but changing the numbering scheme so that the files will be ordered differently.

In the course of consideration for tenure, your dossier will be downloaded for review by a number of reviewers, including UTC and DTC members. It is the strong preference of some of the reviewers to view the dossier as a single file. Accordingly, we ask that you include a

