



2018 Extended Term and Promotion Timeline

For Academic Professional Extension Educators

Note: All Extension Educators will submit an electronic packet. One paper packet will be required for years 3, 4, 5, extended term, promotion, or renewal candidates according to the deadlines listed below:

Monday, October 2, 2017 - Intent for promotion due to Director of Extension.

Wednesday, November 15, 2017 -ET&P electronic packet, paper packet, and signing authorization approval form due to the state office.

November 20 – December 14, 2017 – ET&P packets available for review via Dropbox for all peer regions.

- **West Regional Peer Review** - Monday, December 4, 2017, Zoom Conference- 9:00 a.m.
- **Northeast & CNN Regional Peer Review** - Wednesday, December 6, 2017
Meeting site: Campbell County Extension Office
- **Northwest Regional Peer Review** - Thursday, December 7, 2017
Meeting site: Hot Springs County Extension Office
- **Southeast Regional Peer Review** - Thursday, December 14, 2017
Meeting site: Albany County Extension Office
1:00 p.m. (after CERC, the UWE/AES Joint Conference)

ET&P Regional Peer Review recommendations and comments are due back to the state office within three days after the regional peer review meeting.

Friday, January 9, 2018 – ET&P regional peer review comments and supervisor recommendations go to candidates for signatures.

Friday, January 12, 2018 – Signatures and comments from candidates are due back to the state office.

Monday, January 15, 2018 – Department based Academic Professional Extension Educators' electronic and paper packets due to the State Extension office.

Wednesday, January 24, 2018 – Extension ET&P Committee meets on campus (concludes Friday, January 26, 2018).