



## **2019 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 1, 2018** - Intent for promotion due to associated UWE Associate Director.

**Tuesday, November 6, 2018** -ET&P electronic packet, paper packet, and signing authorization approval form due to the state office.

**November 12 – December 14, 2018** – ET&P packets available for review via Dropbox for all peer regions.

- **West Regional Peer Review** – Tuesday, December 11, 2018  
Meeting site: Sublette County Extension Office
- **Northeast & CNN Regional Peer Review** – Friday, December 7, 2018  
Meeting site: Campbell Co. Extension Office
- **Northwest Regional Peer Review** - Thursday, December 6, 2018  
Meeting site: Hot Springs County Extension Office
- **Southeast Regional Peer Review** – Wednesday, November 28, 2018  
Meeting site: Albany County Extension Office

ET&P Regional Peer Review recommendations and comments are due back to the state office within three (3) days after the regional peer review meeting.

**Monday, January 7, 2018** – ET&P regional peer review comments and supervisor recommendations go to candidates for signatures.

**Friday, January 11, 2018** – Signatures and comments from candidates are due back to the state office.

**Monday, January 14, 2018** – Department based Academic Professional Extension Educators' electronic and paper packets due to the State Extension office.

**Wednesday, January 23, 2018** – Extension ET&P Committee meets on campus (concludes Friday, January 25, 2018).