

UBC Tenure and Promotion Schedule

A principal focus of the mentoring program is the achievement of tenure and promotion of the mentee on the required timelines. Although the processes are standardized and clearly set out, there is often uncertainty in the minds of mentees and even among mentors who may not be dealing with this schedule on a regular basis. The schedule for an assistant professor appears below.

Year 1	Appointment for 3 years; tenure clock begins on July 1
Year 2	
Year 3	Review for reappointment; if successful review, 1st reappointment for 3 years
Year 4	
Year 5	1st periodic review for promotion to Associate Professor. Candidate may refuse periodic review. (tenure automatic if promoted)
Year 6	(If candidate refused periodic review in yr 5, must now be reviewed for reappointment; if successful review, 2nd reappointment for 2 years). If candidate refused periodic review in yr 5, may now request to be reviewed for tenure/promotion)
Year 7	Review for tenure and 2nd periodic review for promotion to Associate Professor
Year 8	If tenure denial, terminal year provided

Name: _____

Scheduled Activity	Effective Date(s)		
Initial tenure-track appointment at UBC	[start date in Year 1]	to	June 30, [Year 3]
Start date of tenure clock	July 1, [Year 1]		
Year in rank for purpose of placement on the CPI scale	[previous equivalent experience]		
Start date of sabbatical accrual	[start date of appointment]		
1 st Reappointment Review	[Year 3]		
1 st Reappointment	July 1, [Year 4]	to	June 30, [Year 6]
1 st Periodic Review for Promotion (tenure automatic if promotion)	[Year 5]		
If not promotion/tenure, 2 nd Reappointment Review required. If candidate refused periodic review I yr 5, may now request review for promotion/tenure	[Year 6]		
2 nd Reappointment	July 1, [Year 7]	to	June 30, [Year 8]
Tenure Review (mandatory)	[Year 7]		
2nd Periodic Review for Promotion	[Year 7]		
If Tenure Denied, Terminal Year	[Year 8]		

Notes:

- Regardless of the start date, the 1st appointment will always end on June 30 (more or less than 3 years)
- Tenure clocks always start on July 1 of the year of hire
- The academic year is July to June
- Maternity & parental leaves automatically extend the tenure clock by 1 year per birth/adoption unless waived
- For tenure clock extensions, add an additional year within that appointment period.

The above charts are extracts from the detailed UBC documents. The full text is available in "Guide to Reappointment, Promotion and Tenure Procedures at UBC" to be found on the Department website.