

## **SIDE LETTERS**

**12. *Librarian Promotion to L4:*** No later than four (4) months following the ratification of this Agreement, the Academic Assembly of Librarians (AAL) will make a recommendation to the Dean regarding suggested requirements for achieving L4 level. This recommendation must establish an exceptional level of achievement in the context of a major university and may recognize differences in individual librarian roles. The Dean shall consider the recommendation and, within five (5) months of the receipt of the recommendation, provide the AAL with preliminary written guidelines for the requirements and achievements necessary for promotion to L4. The AAL will have one (1) month to review and provide to the Dean comments on the preliminary guidelines. The Dean shall review the comments within two (2) months of receipt and provide the AAL with final written guidelines for the requirements and achievements necessary for promotion to L4.