

2025-2026 CALENDAR for Faculty Evaluation, Tenure & Promotion, and Reappointment

Annual Evaluation Calendar: All Full-Time Faculty

February 2, 2026	<p>Faculty submit dossiers electronically via Faculty Success</p> <p>PROBATIONARY FACULTY: Dossiers route to the Departmental Personnel Committees as part of the annual review of progress toward tenure and promotion.</p>
March 6, 2026	<p><i>IF APPLICABLE: Departmental Review Committees submit assessments of each faculty member via Faculty Success to Academic Unit Leader</i></p> <p>PROBATIONARY FACULTY: Departmental Personnel Committees submit report of annual review of progress toward tenure and promotion to Academic Unit Leaders. Faculty members receive an electronic copy of the departmental evaluation and acknowledge receipt by electronic signature. Faculty members may append a response to the acknowledgement before the review moves to the Academic Unit Leader.</p>
March 31, 2026	<p><i>Recommended date for Faculty applicants to initiate discussion with Academic Unit Leader on selection of external evaluators for Tenure and/or Promotion applications during following academic year (2026-2027).</i></p>
April 6, 2026	<p>Academic Unit Leaders submit report of review of annual progress toward tenure and promotion to Deans. Faculty members receive an electronic copy of the evaluation and acknowledge receipt by electronic signature. Faculty member may append a response to the acknowledgement before the review moves to the Dean.</p> <p>Academic unit leaders will have completed individual meetings with faculty as part of the Annual Faculty Review.</p>
April 30, 2026	<p>Deans submit report of review of annual progress toward tenure and promotion for probationary faculty. Faculty members receive an electronic copy of their evaluation and acknowledge receipt by electronic signature. Faculty member may append a response to the acknowledgement.</p>

Tenure/Promotion Calendar: for faculty who are applying for tenure &/or promotion in 2025/2026

March 31, 2025	Faculty initiate discussions with Academic Unit Leaders on selection of external evaluators for Tenure and/or Promotion in Fall 2025
May 31, 2025	Academic Unit Leaders provide list of faculty intending to apply for Tenure and/or Promotion in Fall 2025 to Deans
June 30, 2025	Deans provide list of faculty intending to apply for Tenure and/or Promotion in Fall 2025 to Office of the Provost
August 29, 2025 (or before)	Academic Unit Leaders send materials to External Reviewers (this may or may not be within Faculty Success – check with your Academic Unit Leader)
September 30, 2025	Faculty applicants submit Tenure and/or Promotion dossier to Academic Unit Leader through Faculty Success. External reviews due to Academic Unit Leader. Reviews will be added to Faculty Success workflow by Academic Unit Leader before dossier goes to Department Personnel Committee.
October 1, 2025	Academic Unit Leaders submit Tenure and/or Promotion dossiers to Department Tenure and Promotion Committees (with external letters included) via Faculty Success
October 24, 2025	Department Tenure and Promotion Committees submit recommendations via Faculty Success Faculty applicants have three business days to review, respond, and sign/acknowledge (Oct. 27-29, 2025) the report before it moves to the Academic Unit Leader
November 10, 2025	Academic Unit Leaders complete their assessments and submit recommendations via Faculty Success Faculty applicants have three business days to review, respond, and sign/acknowledge the report before it moves to the Dean (Nov. 10-12, 2025)
December 8, 2025	Deans complete their assessments and submit recommendations via Faculty Success Faculty applicants have three business days to review, respond, and sign/acknowledge the report (Dec. 8-10, 2025) before it moves to the Office of the Provost.
January 5, 2026	Office of the Provost begins reviewing dossiers for Tenure and/or Promotion
No later than March 13, 2026	Office of the Provost notifies faculty applicants of decisions on Tenure and/or Promotion. Electronic copies are available in Faculty Success to Deans and Department Heads & Departmental Committee Chairs)

March 31, 2026	Deans send Personnel Action Forms for Tenure and/or Promotion to Provost's Office
June 2026	Board of Governors act on positive Tenure and Promotions recommendations. (Note: Negative recommendations are not forwarded to the Board. A Personnel Action form terminating the faculty member is required during his/her last year; at that point, the Boards acts on the termination.)

Deadlines for Non-Reappointment (as per University and AAUP guidelines); see Faculty Handbook Section 4.6.3.

First-year Faculty	Continuation of appointment to a second year or notified of non-reappointment by March 1 of the first year.
Second-year Faculty	Continuation of appointment to a third year or notified of non-reappointment by December 14 of the second year of service.
Third-year Faculty	Continuation of appointment to a fourth year or notified of non-reappointment 12 months before expiration of the appointment.
Fourth-year Faculty	Continuation of appointment to a fifth year or notified of non-reappointment 12 months before expiration of the appointment.
Fifth-year Faculty	Continuation of the appointment to a sixth year or notified of non-reappointment 12 months before expiration of the appointment.
Sixth-year Faculty	Tenured or notify of non-reappointment 12 months before expiration of the appointment.