

Schedule of Administrative Deadlines

Faculty Review Process 2018-2019		
Complete on or Before	Event	Who's Responsible
August 10, 2018	Human Resources will Distribute Mandatory Tenure Review Notifications to Deans via the Provost's Office	HR/Provost
August 30, 2018	Human Resources will Distribute Scheduled Interim and Major Faculty Review Notifications to Deans via the Provost's Office	HR/Provost
October 29, 2018	Human Resources will Distribute NTT 2018-2019 Appointments to Deans via the Provost's Office	HR/Provost
January 23, 2019	School Deans must have promotion and/or tenure reviews to the Interschool P & T Committees	School Deans
February 15, 2019	NTT 2019-2020 Appointments due to Human Resources	Deans' Offices
February 22, 2019	P/T and TT Faculty Interim & Major Reviews due to Human Resources	Deans' Offices
February 20-22 2019	Deans' Offices will Distribute Deans' P/T and TT Faculty Review Recommendations to Faculty	Deans' Offices
March 18, 2019	Human Resources will Distribute Approved NTT Appointments to Deans' Offices	Human Resources
March 25-29, 2019	Departments will distribute Notifications/Letters to NTT Faculty	Departments
March 25, 2019	Provost's Office will Distribute TT Major and Interim Review Recommendations to Deans	HR/Provost
April 1, 2019	Provost's Office will Distribute TT Major and Interim Review Recommendations to Faculty	HR/Provost
April 5, 2019	Provost's Office will Distribute P/T Recommendations to Deans	HR/Provost
April 8, 2019	Provost's Office will Distribute P/T Recommendations to Faculty	HR/Provost
April 17, 2019	Information Due to the Secretary of the Board of Trustees	HR/Provost
April 19, 2019	Board Agenda Made Public Agenda includes Informational Sheets for all faculty being recommended to the Board for tenure and/or promotion.	Board Office
May 3, 2019	Board of Trustees Meeting Board votes on all faculty being recommended for tenure and/or promotion.	Board Office
May 6, 2019	Provost's Office will Distribute Board Actions to Deans/Department Chairs	HR/Provost
May 20, 2019	Departments will Distribute P/T and TT Letters to Faculty	Departments

Key:

NTT = Non-Tenure-Track

P/T = Promotion and/or Tenure

TT = Tenure-Track