

**Academic Personnel Decision Timeline**

**2021-2022 Tenure Track**

	1 <sup>st</sup> year	2 <sup>nd</sup> year	3 <sup>rd</sup> year Pre-tenure review	4 <sup>th</sup> & 5 <sup>th</sup> years	Tenure	Associate Professor Triennial	Promotion to Professor	Professor Triennial (Post tenure)	Sabbatical for 2022-20	Emeritus
<i>Preliminary names for AY20 decisions</i>	---	---	---	---	Beginning July 2021	---	Mid Sept 2021	---	Mid Sept 2021	Mid Sept 2021
<b>Faculty Materials</b>	Beginning Jan 2022	Beginning Sept 2021	Beginning Sept 2021	Beginning Sept 2021	Beginning Sept 2021	Mid Jan 2022	Beginning Oct 2021	Mid Jan 2022	Mid Nov 2021	---
<b>Dept. faculty (if required)</b>	---	---	Beginning Nov 2021	---	Mid Sept 2021	Beginning Feb 2022	Beginning Nov 2021	---	---	---
<b>CLA Dept. chair</b>	Mid Jan 2022	Mid Oct 2021	Beginning Dec 2021	Beginning Jan 2022	Beginning Oct 2021	Mid Feb 2022	Beginning Dec 2021	---	Mid Dec 2021	---
<b>HSB Dept Chair/ CLA Admin Head</b>	End Jan 2022	End Oct 2021	Beginning Jan 2022	Mid Jan 2022	Mid Oct 2021	Beginning Mar 2022	Mid Dec 2021	Beginning Mar 2022	Mid Dec 2021	---
<b>Faculty Committee (PDC/FPC)</b>	Mid Feb 2022*	Mid Nov 2021*	End Feb 2022	Mid Feb 2022*	Beginning Dec, 2021	Beginning Apr 2022	End Jan 2022	Beginning Apr 2022	Mid Jan 2022	Mid Feb 2022***

**2021-2022 Non-Tenure Track (includes teaching track and visiting but not adjunct)**

	Visiting	1 <sup>st</sup> year	2 <sup>nd</sup> & 3 <sup>rd</sup> year	4 <sup>th</sup> & 5 <sup>th</sup> year	6 <sup>th</sup> year or beyond	Promotion (6 <sup>th</sup> year or beyond)	Post- Promotion Triennial	Sabbatical for 2022-21	Retirement
<i>Preliminary list of faculty names for all AY20 decisions</i>	---		---	---	---	Beginning Sept 2021	---	Mid Sept 2021	Mid Jan 2022
<b>Faculty Materials</b>	---	Beginning Feb 2022	Beginning Sept 2021	Beginning Sept 2021	Beginning Sept 2021	Beginning Sept 2021	Beginning Sept 2021	Mid Nov 2021	---
<b>CLA Dept. chair</b>	Beginning Feb 2022	Mid Feb 2021	Beginning Feb 2021	Beginning Oct 2021	Beginning Oct 2021	Beginning Oct 2021	Beginning Oct 2021	---	---
<b>HSB Dept. chair/ CLA Admin Head</b>	Mid Feb 2022	Beginning Mar 2022	Mid Feb 2022	Mid Oct 2021	Mid Oct 2021	Mid Oct 2021	Mid Oct 2021	Mid Dec 2021	---
<b>Faculty committee (PDC/FPC)</b>	---	Beginning April 2022	Mid Mar 2022	Mid Dec 2021	Mid Dec 2021	Mid Dec 2021	Mid Dec 2021	Mid Jan 2022	---

**NOTES**

\* If chair/admin head's letter is negative

\*\*In the case of non-renewal, notice is 1 year

\*\*\*For emeritus

**The purpose and use of the academic personnel decision timeline**

The purpose of this timeline is to provide an overall perspective on when academic personnel decisions are made, and by whom. Decisions must be made and materials forwarded to the next level by the dates listed on the timeline. A list of materials to be submitted in support of tenure, promotion, emeritus, and sabbatical applications will be provided each respective academic dean's office. Additional steps in some of these processes specific to one particular school are not reflected in this timeline.

**Due dates**

Beginning of the month: first non-holiday weekday of the month

Middle of the month: non-holiday weekday on or immediately after the 15th of the month

End of the month: last non-holiday weekday of the month