


### 2018-2019 Academic Personnel Processes Calendar

		First Year Review	Second Year Review	Third Year Review	Fourth Year Review	Tenure and/or Promotion Review	Post Tenure Review Biennial	Fixed Term	Adjuncts	Sabbaticals	Faculty Scholars Program	Sabbatical Reports for 17-18AY	Faculty Scholar Reports Summer 2018
Faculty Notified (From)	End of first week of fall term (Dean)	2 <sup>nd</sup> week of May (Dean)	2 <sup>nd</sup> week of May (Dean)	2 <sup>nd</sup> week of May (Dean)	2 <sup>nd</sup> week of May (Dean)	2 <sup>nd</sup> week of May (Dean)	2 <sup>nd</sup> week of May (Dean)	2 <sup>nd</sup> week of May (Dean)	2 <sup>nd</sup> week of May (Dean)	End of first week of fall term (Provost office)	End of first week of fall term (Provost office)	End of first week of fall term (Provost office)	End of first week of fall term (Dean)
Faculty Complete File (and Submit to)	---	---	11/30/18 CPC (via Dean's office)	11/30/18 (Dean's office)	11/30/18 CPC (via Dean's Office)	End of first week of winter term (Development plan to Dean)	11/30/18 (Dean's office)	11/30/18 (Dean's office)	11/30/18 (Dean's office)	11/30/18 CPC (via Dean's Office)	Full and Partial: 11/30/18 (Dean's office)	12/7/18 (Provost and Dean)	End of fall term (Dean)
Completed By	Dean	---	1/15/19	---	1/15/19	Dean will meet with faculty by end of ninth week of spring term	3/15/19	---	12/1/18	12/1/18	---	---	
	CPC	---	2/5/19	12/1/18	2/5/19	---	---	---	12/1/18	---	---	---	
	FPC	---	3/15/19	---	3/15/19	---	---	---	---	---	---	---	
	Provost	3/15/19	12/15/18	5/15/19	---	5/15/19	--	5/15/19	5/15/19	12/15/18	12/15/18	---	---
President Announces	---	---	5/15/19	---	5/15/19	---	---	---	---	---	---	---	

Dates for this calendar obtained from the [Personnel Process and Procedure Handbook](#)