

<p align="center"><b>2022-2023 Academic Year Calendar for Retention, Tenure, &amp; Promotion</b></p>	<p align="center"><b>General/All</b></p>	<p align="center"><b>2nd/3rd Full</b></p>
<p align="center"><b>AUGUST/SEPTEMBER</b></p>	<p align="center">---</p>	<p align="center">---</p>
<p>Fall Semester Begins. Faculty are on contract.</p>	<p>Wed, Aug 17, 2022</p>	<p>Wed, Aug 17, 2022</p>
<p>Faculty Affairs Opens Cases that are mandated to file, and continues to open requested.</p>	<p>Wed, Aug 17, 2022</p>	<p>Wed, Aug 17, 2022</p>
<p>Instruction Begins</p>	<p>Mon, Aug 22, 2022</p>	<p>Mon, Aug 22, 2022</p>
<p>Faculty who wish to apply for early Tenure and Promotion or early Promotion must</p> <ol style="list-style-type: none"> <li>1) declare intent to Faculty Affairs by requesting a case.</li> <li>2) request meeting with the Provost per APM.</li> <li>3) inform the Dean and the Department Chair for committee formation</li> <li>4) request an early Tenure and or Promotion case via Google Form</li> </ol>		<p align="center">Thu, Aug 25, 2022</p>
<p>Evaluation Criteria made available to faculty by 14th day of instruction. Article 15.3</p>	<p>Mon, Sep 5, 2022</p>	<p>Fri, Sep 23, 2022</p>
<p>Labor Day</p>	<p>Mon, Sep 5, 2022</p>	<p>Mon, Sep 5, 2022</p>
<p>Department chair</p> <ol style="list-style-type: none"> <li>1) declares in writing intent for all reviews to the Dean; and</li> <li>2) certifies members of the elected committee to the Dean and Faculty Affairs. Email committee list to Faculty Affairs indicating review type committees for each.</li> </ol>	<p>Tue, Sep 6, 2022</p>	<p>Tue, Sep 6, 2022</p>
<p>Dean: Last day to notify faculty of material being added to their PAF.</p>		<p>Sep 16, 2022 5:00 PM</p>
<p>Dean: Case File (WPAF) closes.</p>		<p>Sep 23, 2022 5:00 PM</p>
<p>Candidate: Case closes, submit case.</p>		<p>Sep 25, 2022 11:59 PM</p>
<p>Department Review: First day to begin review</p>		<p>Mon, Sep 26, 2022</p>

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<p align="center"><b>OCTOBER</b></p>	<p align="center">---</p>	<p align="center">---</p>
<p>Department Review (all reviewers): complete the access log in the case file</p>		<p align="center">Oct 21, 2022 12:00 PM</p>
<p>Department level review deadlines (Both)</p> <p>1) Load the recommendation (written report).</p> <p>2) Complete the recommendation form</p> <p><b>Note: Do not forward the case to the next level at this time.</b></p>		<p align="center">Oct 21, 2022 12:00 PM</p>
<p>Department Chairs share comments and forms with the candidate.</p> <p>1) Committee Manager shares both the recommendation letter and form with candidate.</p> <p>2) If the Chair is making a separate recommendation, share letter and form.</p> <p><b>Note: Do not forward the case to the next level at this time.</b></p>		<p align="center">Oct 21, 2022 5:00 PM</p>
<p>Candidate: Period to consult with reviewers. Faculty may submit a response in writing and/or request a meeting be held to discuss the recommendation within ten (10) days following receipt of the recommendation.</p>		<p align="center">10-DAY RESPONSE PERIOD</p>
<p>Candidate: Deadline to request a meeting with department (to be scheduled withing the 10 day response period)</p>		<p align="center">Oct 26, 2022 5:00 PM</p>
<p>Candidate: Deadline to submit a written response</p>		<p align="center">Oct 31, 2022 5:00 PM</p>
<p align="center"><b>NOVEMBER</b></p>	<p align="center">---</p>	<p align="center">---</p>
<p>Department Level: Forward case to the School/College Committee and/or Dean - <b>do not forward early.</b></p>		<p align="center">Tue, Nov 1, 2022</p>
<p>School/College Committee and Dean: First day to begin review</p>		<p align="center">Wed, Nov 2, 2022</p>
<p>Veteran's Day</p>	<p align="center">Fri, Nov 11, 2022</p>	<p align="center">Fri, Nov 11, 2022</p>
<p>Thanksgiving Break Begins</p>	<p align="center">Wed, Nov 23, 2022</p>	<p align="center">Wed, Nov 23, 2022</p>
<p>Thanksgiving Break Ends</p>	<p align="center">Fri, Nov 25, 2022</p>	<p align="center">Fri, Nov 25, 2022</p>

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<p align="center"><b>DECEMBER</b></p>	<p align="center">---</p>	<p align="center">---</p>
<p>School/College Committee deadline:            1) Committee Members: complete the access log in the case file            2) Committee Chair: load the recommendation and recommendation form            3) Committee Chair: share with the Candidate  <b>Note: Do not forward the case to the next level. The Dean will forward the case.</b></p>		<p align="center">Fri, Dec 2, 2022 5:00 PM</p>
<p>Dean: Deadline:            1) Complete log form.            2) Load recommendation and complete recommendation form            3) Share the files with the candidate  <b>Note: Do not forward the case to the next level at this time.</b></p>		<p align="center">Fri, Dec 2, 2022 5:00 PM</p>
<p>Candidate: Timeframe to consult with reviewers. Ten (10) day period where faculty may submit a response in writing and/or request a meeting be held to discuss the recommendation.</p>		<p align="center">10-DAY RESPONSE PERIOD</p>
<p>Candidate: Deadline to request a meeting with committee and/or Dean (to be scheduled within the 10 day response period)</p>		<p align="center">Dec 7, 2022 5:00 PM</p>
<p>Candidate: Deadline to submit a written response</p>		<p align="center">Dec 12, 2022 5:00 PM</p>
<p>Dean: Forward case to the Faculty Affairs</p>		<p align="center">Tue, Dec 13, 2022</p>
<p>Candidate: Faculty members whose cases were sent to UB RTP may request a 30 minute meeting with UB RTP prior to case review</p>		<p align="center">Consult with UB RTP for Deadline</p>
<p>Fall Semester Ends;</p>	<p align="center">Thu, Dec 22, 2022</p>	<p align="center">Wed, Dec 21, 2022</p>
<p align="center"><b>JANUARY</b></p>	<p align="center">---</p>	<p align="center">---</p>
<p>Spring Semester Begins</p>	<p align="center">Tue, Jan 17, 2023</p>	<p align="center">Tue, Jan 17, 2023</p>
<p>Spring Intruaction Begins</p>	<p align="center">Thu, Jan 19, 2023</p>	<p align="center">Fri, Jan 20, 2023</p>
<p>UB RTP Committee deadline:            1) Committee Members: Complete the access log in the case file            2) Committee Chair: Load the recommendation and recommendation form            3) Committee Chair: Share with the Candidate</p>		<p align="center">Jan 27, 2023 5:00 PM</p>
<p>Candidate: Timeframe to consult with reviewers. Ten (10) day period where faculty may submit a response in writing and/or request a meeting be held to discuss the recommendation</p>		<p align="center">10-DAY RESPONSE PERIOD</p>

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<p align="center"><b>FEBRUARY</b></p>	<p align="center">---</p>	<p align="center">---</p>
<p>Candidate: Deadline to request a meeting with UB RTP (to be scheduled within the 10 day response period)</p>		<p align="center">Feb 1, 2023 5:00 PM</p>
<p>Candidate: Deadline to submit a written response to UB RTP</p>		<p align="center">Feb 6, 2023 5:00 PM</p>
<p>UB RTP: Forward Case to Provost</p>		<p align="center">Tue, Feb 7, 2023</p>
<p>Provost's anticipated date to share decisions with faculty candidates.</p>		<p align="center">Wed, Feb 15, 2023</p>
<p>President's Day</p>	<p align="center">Mon, Feb 20, 2023</p>	<p align="center">Mon, Feb 20, 2023</p>
<p align="center"><b>MARCH</b></p>	<p align="center">---</p>	<p align="center">---</p>
<p>Cesar Chavel Day</p>	<p align="center">Fri, Mar 31, 2023</p>	<p align="center">Fri, Mar 31, 2023</p>
<p align="center"><b>APRIL</b></p>	<p align="center">---</p>	<p align="center">---</p>
<p>Spring Break Begins</p>	<p align="center">Mon, Apr 3, 2023</p>	<p align="center">Mon, Apr 3, 2023</p>
<p>Spring Break Ends</p>	<p align="center">Fri, Apr 7, 2023</p>	<p align="center">Fri, Apr 7, 2023</p>
<p align="center"><b>MAY</b></p>	<p align="center">---</p>	<p align="center">---</p>