

<p align="center">2022-2023 Academic Year Calendar for Retention, Tenure, & Promotion</p>	<p align="center">General/All</p>	<p align="center">4th/5th/6th, Tenure, and Promotion Full Reviews</p>
<p align="center">AUGUST/SEPTEMBER</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 Eligible to apply for Promotion 1) notify department chair if not applying for promotion (see CBA 14.3). 2) If applying for Promotion only, use Google form to request case file.</p>		<p>Thu, Aug 25, 2022</p>
<p>Faculty who wish to apply for early Tenure and Promotion or early Promotion must 1) declare intent to Faculty Affairs by requesting a case. 2) request meeting with the Provost per APM. 3) inform the Dean and the Department Chair for committee formation 4) request an early Tenure and or Promotion case via Google Form</p>		<p>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 1) declares in writing intent for all reviews to the Dean; and 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.</p>	<p>Tue, Sep 6, 2022</p>	<p>Tue, Sep 6, 2022</p>
<p>Early Tenure/Promotion: Appointments with the Provost should be completed.</p>		<p>Fri, Sep 23, 2022</p>
<p>Candidate: Should to request Promotion Only case to allow minimal time to prepare.</p>		<p>Sep 30, 2022 12:00 AM</p>
<p align="center">OCTOBER</p>	<p align="center">---</p>	<p align="center">---</p>
<p>Dean: Last day to notify faculty of material being added to their PAF.</p>		<p>Oct 7, 2022 5:00 PM</p>
<p>Dean: Case File (WPAF) closes.</p>		<p>Oct 14, 2022 11:59 PM</p>
<p>Candidate: Case closes, submit case.</p>		<p>Oct 16, 2022 11:59 PM</p>
<p>Department Review: First day to begin review</p>		<p>Mon, Oct 17, 2022</p>

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<p align="center">NOVEMBER</p>	<p align="center">---</p>	<p align="center">---</p>
<p>Department Review (all reviewers): complete the access log in the case file</p>		<p>Nov 4, 2022 12:00 PM</p>
<p>Department level review deadlines Committee Manager and Department Chair if making a separate recommendation. Note: Do not forward the case to the next level at this time.</p> <p>1) Load the recommendation (written report). 2) Complete the recommendation form</p>		<p>Nov 4, 2022 12:00 PM</p>
<p>Share comments and forms with the candidate. Note: Do not forward the case to the next level at this time.</p> <p>1) Committee manager shares both the recommendation letter and form with candidate. 2) If the Chair is making a separate recommendation, share comments and form.</p>		<p>Nov 4, 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>Nov 9, 2022 5:00 PM</p>
<p>Veteran's Day</p>	<p>Fri, Nov 11, 2022</p>	<p>Fri, Nov 11, 2022</p>
<p>Candidate: Deadline to submit a written response</p>		<p>Nov 14, 2022 5:00 PM</p>
<p>Department Level: Forward case to the School/College Committee and/or Dean - do not forward early.</p>		<p>Tue, Nov 15, 2022</p>
<p>School/College Committee and Dean: First day to begin review</p>		<p>Wed, Nov 16, 2022</p>
<p>Thanksgiving Break Begins</p>	<p>Wed, Nov 23, 2022</p>	<p>Wed, Nov 23, 2022</p>
<p>Thanksgiving Break Ends</p>	<p>Fri, Nov 25, 2022</p>	<p>Fri, Nov 25, 2022</p>
<p align="center">DECEMBER</p>	<p align="center">---</p>	<p align="center">---</p>
<p>Information only: Letters are to be shared on January 20, 2023 not early.</p>		<p align="center">Informational</p>
<p>Fall Semester Ends;</p>	<p>Thu, Dec 22, 2022</p>	<p>Wed, Dec 21, 2022</p>

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<p align="center">JANUARY</p>	<p align="center">---</p>	<p align="center">---</p>
<p>Spring Semester Begins</p>	<p>Tue, Jan 17, 2023</p>	<p>Tue, Jan 17, 2023</p>
<p>Spring Instruction Begins</p>	<p>Thu, Jan 19, 2023</p>	<p>Fri, Jan 20, 2023</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 Note: Do not forward the case to the next level. The Dean will forward the case.</p>		<p>Jan 20, 2023 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 Note: Do not forward the case to the next level at this time.</p>		<p>Jan 20, 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>
<p>Candidate: Deadline to request a meeting with committee and/or Dean (to be scheduled within the 10 day response period)</p>		<p>Jan 25, 2023 5:00 PM</p>
<p>Candidate: Deadline to submit a written response</p>		<p>Jan 30, 2023 5:00 PM</p>
<p>Dean: Forward case to the Faculty Affairs</p>		<p>Jan 31, 2023 5:00 PM</p>
<p>Candidate: Faculty members whose cases were sent to UBRTTP may request a 30 minute meeting with UBRTTP prior to case review</p>		<p>Consult with UBRTTP for Deadline</p>
<p align="center">FEBRUARY</p>	<p align="center">---</p>	<p align="center">---</p>
<p>President's Day</p>	<p>Mon, Feb 20, 2023</p>	<p>Mon, Feb 20, 2023</p>

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<p align="center">MARCH</p>	<p align="center">---</p>	<p align="center">---</p>
<p>UBRTP 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">Mar 17, 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>
<p>Candidate: Deadline to request a meeting with UBRTP (to be scheduled within the 10 day response period)</p>		<p align="center">Mar 22, 2023 5:00 PM</p>
<p>Candidate: Deadline to submit a written response to UBRTP</p>		<p align="center">Mar 27, 2023 5:00 PM</p>
<p>UBRTP: Forward Case to Provost</p>		<p align="center">Tue, Mar 28, 2023</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">APRIL</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">MAY</p>	<p align="center">---</p>	<p align="center">---</p>
<p>Provost's anticipated date to share decisions with faculty candidates. (This is not a contractual deadline.)</p>		<p align="center">Wed, May 10, 2023</p>
<p>Contractual Deadline for Retention and Tenure</p>		<p align="center">Thu, Jun 1, 2023</p>
<p>Contractual Deadline for Promotion</p>		<p align="center">Thu, Jun 15, 2023</p>