OFFICE OF ACADEMIC AFFAIRS CALENDAR OF DUE DATES 2021-2022

PERSONNEL CALENDAR

DEPARTMENT/ITEM	DUE DATE
Chairperson's Office	
*New Temp., Probationary & Tenured Faculty Annual Reports 2021 w/Planning Pages (Fall Hire Date)	September 6, 2021
*New Temp., Probationary & Tenured Faculty Annual Reports 2022 w/Planning Pages (Spring Hire Date)	January 24, 2022
Deans' Offices	
Institutional Research Summaries of Course Evaluations for Probationary Faculty (Fall 2021)	January 7, 2022
2021 Annual Reports, Including Planning Pages 2021-22	March 7, 2022
Application for Promotion & Tenure	February 15, 2022
Faculty	
Retention/Non-Retention Decisions	March 1, 2022
Promotion & Tenure Decisions	April 30, 2022
Office of the Provost & Senior Vice President for Academic Affairs	
Sabbatical Leave Reports (AY 2021-2022)	October 4, 2021
Sabbatical Leave Requests (AY 2022-2023)	October 4, 2021
Intention to Apply for Promotion / Tenure	October 11, 2021
Probationary Faculty Retention / Non-Retention Recommendations	February 7, 2022
(Including 2021 Annual Reports and 2022 Planning Pages)	
Promotion & Tenure Portfolios	March 25, 2022
Pre-Tenure Exceptional Recommendation (2022-2023)	March 25, 2022
2021 Annual Report of Faculty, Including 2021 Planning Pages (New, Continuing & Tenured Faculty Not Applying for Promotion/Tenure)	April 4, 2022
Temporary Faculty Annual Reports – Hired for Fall 2021, AY, or Spring 2021 Only	April 25, 2022
Deans' Summary of All Part-Time Faculty Evaluations (Detail Concerns)	May 23, 2022
President's Office	
Retention/Non-Retention Recommendations	February 14, 2022
Promotion & Tenure Recommendations for 2022-2023	April 22. 2022
*Planning Pages Required for Temporary Faculty at the Discretion of each College	
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