

**SIMPLIFIED TIMELINE FOR TT FACULTY
DURING THE RECONTRACTING PROCESS
ACADEMIC YEAR 2025-2026**

**Tenure-Track Deadlines for TT Faculty in the First Year of Service¹
(applying for Second Year contracts)**

<u>Who finishes?</u>	<u>Where does it go?</u>	<u>When Is It Due?</u>
Candidate	Department & Head ³	March 16 ²
Department	Dean	April 1
Department Head ³	Dean	April 1
Dean ⁴	Candidate and Provost	May 15
BOT	---	June ⁹

**Tenure-Track Deadlines for Faculty in the Second or Third Year of Service¹
(applying for Third and/or Fourth Year contracts)**

<u>Who finishes?</u>	<u>Where does it go?</u>	<u>When Is It Due?</u>
Candidate	Department & Head ³	January 23 ²
Department	College/School	February 6
Department Head ³	Candidate and Dean	February 6
College/School	Dean	March 6
Dean ⁵	Candidate and Provost	March 27
Candidate (appeal)	Provost ⁷	April 3
Senate ⁶	Provost ⁷	April 24
Provost (only final appeals)	Candidate	May 1
BOT	---	June ⁹

**Tenure-Track Deadlines for Faculty in the Fourth or Fifth Year of Service¹
(applying for Fifth and/or Sixth Year contract)**

<u>Who finishes?</u>	<u>Where does it go?</u>	<u>When Is It Due?</u>
Candidate	Department & Head ³	October 10 ²
Department	College/School	October 24
Department Head ³	Candidate and Dean	October 24
College/School	Dean	November 14
Dean	Candidate and Provost	December 12
Senate ⁶	Provost	January 9
Provost	Candidate	January 30
Chancellor ⁸ (final appeals)		
BOT	---	TBD ⁹

Tenure-Track Deadlines for Faculty in the Sixth Year of Service¹
(applying for Seventh Year contracts carrying Tenure)

<u>Who finishes?</u>	<u>Where does it go?</u>	<u>When Is It Due?</u>
Candidate	Department & Head ³	September 19 ²
Department	College/School	October 3
Department Head ³	Candidate and Dean	October 3
College/School	Dean	October 24
Dean	Candidate and Provost	November 21
Senate ⁶	Provost	December 5
Provost	Candidate	January 23
Chancellor ⁸ (final appeals)		
BOT	---	TBD ⁹

If any of the above deadlines falls on a weekend or holiday, the deadline will be at 5 PM on the following business day.

NOTES

¹All years of service are on-cycle years. If there is a one-year delay in the tenure clock, subtract one (1) from the total years of service (including the delay year) for the correct deadline. Candidates appointed after December 31 of the current academic year shall be reviewed the following year as a first-year candidate.

²Approximate deadline. Candidates should provide their file to the Department TRP Committee approximately two (2) weeks prior to the department's due date to transmit it to the next review level to ensure enough time to evaluate the file. This date is not firm and can be extended if the file is transmitted to the next level on time. Candidates should contact their department committee to set a specific deadline.

³Applies to departments 1) that have appointed heads, 2) whose heads are not already on the T&R committee, and 3) whose heads have been asked to write a separate evaluation by their dean.

⁴The deans' decisions are final and not subject to any further review. Reappointment to a second year may be withheld or withdrawn for cause, for a change in programmatic need, or for fiscal reasons.

⁵The dean holds managerial authority to recommend or not re-contracting for third and/or fourth year contracts, and the provost (or designee) will only evaluate candidates in cases of faculty appeals when the dean had denied reappointment. The provost's decisions are final and not subject to further administrative review.

⁶ The Senate TRP Committee will only review cases when there are negative votes, abstentions, and/or negative re-contracting decisions from the Dean, and only if the candidate wishes to submit a request to the Senate along with the recontracting materials. This review is limited only to verifying that there have been no process violations while assessing the candidate at the department, college/school, or Dean levels. It is not a substantive review on the merits of the application, nor should it offer an opinion or recommendation on the personnel benefit being sought out in those applications. The Senate will provide a written report to the dean and provost (designee).

⁷ The provost (or designee) holds managerial authority to recommend or not recommend re-contracting; the provost will only evaluate candidates in cases of faculty appeals when the dean had denied reappointment. The provost's decisions are final and not subject to further administrative review.

⁸ The chancellor (or designee) holds managerial authority to recommend or not recommend re-contracting/tenure; they will only evaluate candidates in cases of faculty appeals when the provost had denied reappointment/tenure. The chancellor's (or designee's) decisions are final and not subject to further administrative review.

⁹ The BOT recording month shown is only for those reappointments that did not require appeals. Appeal reappointments will be recorded at the earliest possible BOT meeting following the completion of the appeal process.

**SIMPLIFIED TIMELINE FOR TEACHING PROFESSORS
DURING THE RECONTRACTING PROCESS
ACADEMIC YEAR 2025-2026**

<u>Who finishes?</u>	<u>Where does it go?</u>	<u>When Is It Due?</u>
Candidate	Department	March 16 ¹
Department	Dean	April 1
Dean ²	Candidate and Provost	May 1
Provost	BOT	June ³

If any of the above deadlines falls on a weekend or holiday, the deadline will be at 5 PM on the following business day.

NOTES

¹Candidates should provide their file to the Department TRP Committee approximately two weeks prior to the date the file is due to the dean. This date can be extended if the file is transmitted to the next level on time. Candidates should contact their department committees to set a specific deadline.

² The dean holds recontracting authority for Teaching Professors. For second-year Teaching Professors (3rd, 4th, & 5th year reappointments), the dean's decisions are final and not subject to any further administrative review. Reappointments may always be withheld or withdrawn for cause, for a change in programmatic need, or for fiscal reasons. For all subsequent review cycles (five-year multiyear contracts), Teaching Professor candidates may appeal the provost in case of dismissal decisions by the dean. The provost's decisions are final and not subject to any further administrative review.

³ The BOT recording month shown is only for those reappointments that did not require appeals. Appeal reappointments will be recorded at the earliest possible BOT meeting following the completion of the appeal process.