Timetable for Personnel Recommendations

Revised 2025

For All Colleges/Schools	For Law School	Revised 2025
except the Law School		
Probationary Contract Renewal	Probationary Contract Renewal	<u>Due Dates</u>
Candidate to FEC FEC to Dept Chair Dept Chair to Academic Council Academic Council to Dean Dean to Provost Provost to Chancellor Due to Faculty	Candidate's file to T&PC Chair T&PC to Law Academic Council Law Academic Council to Dean Dean to Provost Provost to Chancellor Due to Faculty	15-Oct 17-Nov 5-Dec 6-Jan 5-Feb 5-Mar 6-May
<u>Sabbatical</u>	Sabbatical	
Application due to Chair FEC and Chair to Dean Dean to Provost Provost to Chancellor Due to Faculty	Application due to Chair FEC and Chair to Dean Dean to Provost Provost to Chancellor Due to Faculty	1-Oct 3-Nov 1-Dec 2-Jan start of Spring semester
Tenure Timeline	Tenure Timeline	
Candidate to FEC FEC to Dept. Chair Dept. Chair to Academic Council Academic Council to Dean Dean to Provost Provost to Chancellor Due to BOT	Candidate's file to T&PC Chair T&PC to Law Academic Council Law Academic Council to Dean Dean to Provost Provost to Chancellor Due to BOT	15-Sep 15-Oct 5-Nov 5-Dec 6-Jan 5-Feb 5-Mar
<u>Promotions</u>	<u>Promotions</u>	
Full Professor, Commonwealth Professor, and Teaching Faculty Candidate to FEC FEC to Dept. Chair Dept. Chair to Academic Council Academic Council to Dean Dean to Provost Provost to Chancellor Due to Faculty	Full Professor, Commonwealth Professor, and Teaching Faculty Candidate's file to T&PC Chair T&PC to Law Academic Council Law Academic Council to Dean Dean to Provost Provost to Chancellor Due to Faculty	17-Nov 16-Dec 6-Jan 5-Feb 5-Mar 7-Apr 6-May
Librarians Library Evaluation Committee (LEC) to Division Head Division Head to Dean Dean to Provost Provost to Chancellor Chancellor to Librarian	Librarians Library Evaluation Committee (LEC) to Assoc. Dean, Law Library Assoc. Dean, Law Library to Dean Dean to Provost Provost to Chancellor Chancellor to Librarian	16-Jan 17-Feb 16-Mar 15-Apr 15-May
Technicians Dept. Chair or Supervisor to Dean Dean to Provost Provost to Chancellor Chancellor to Technician	Technicians N/A	16-Feb 16-Mar 15-Apr 15-May

PMYR

DEC/LEC (as appropriate) to Dept. Chair Dept. Chair to Academic Council Academic Council to Dean Dean to Provost Due to Faculty

Professor/Librarian Emeritus

Dean to Provost
Due to Faculty/Librarian

Pre-Tenure Contract Renewal

Candidate to FEC
FEC to Dept Chair
Dept Chair to Academic Council
Academic Council to Dean
Dean to Provost
Provost to Chancellor
Due to Faculty

PMYR

Candidate's file to T&PC Chair	February 16, 2026
T&PC to Law Academic Council	March 2, 2026
Law Academic Council to Dean	March 23, 2026
Dean to Provost	April 27, 2026
Due to Faculty	May 18, 2026

Professor/Librarian Emeritus

Dean to Provost	16-Mar
Due to Faculty/Librarian	early May

Pre-Tenure Contract Renewal

	15-Oct
Candidate's file to T&PC Chair	17-Nov
T&PC to Law Academic Council	5-Dec
Law Academic Council to Dean	6-Jan
Dean to Provost	5-Feb
Provost to Chancellor	5-Mar
Due to Faculty	6-May