Timetable for Personnel Recommendations

Revised 2024 For All Colleges/Schools For Law School except the Law School **Probationary Contract Renewal Probationary Contract Renewal Due Dates** Candidate to FEC 15-Oct FEC to Dept Chair Candidate's file to T&PC Chair 15-Nov Dept Chair to Academic Council T&PC to Law Academic Council 5-Dec Academic Council to Dean Law Academic Council to Dean 6-Jan Dean to Provost Dean to Provost 5-Feb Provost to Chancellor Provost to Chancellor 5-Mar Due to Faculty Due to Faculty 6-May Sabbatical **Sabbatical** Application due to Chair Application due to Chair 2-Oct FEC and Chair to Dean FEC and Chair to Dean 1-Nov Dean to Provost Dean to Provost 1-Dec Provost to Chancellor Provost to Chancellor 2-Jan Due to Faculty Due to Faculty start of Spring semester **Tenure Timeline Tenure Timeline** Candidate to FEC 16-Sep Candidate's file to T&PC Chair FEC to Dept. Chair 15-Oct Dept. Chair to Academic Council T&PC to Law Academic Council 5-Nov Academic Council to Dean Law Academic Council to Dean 5-Dec Dean to Provost Dean to Provost 6-Jan Provost to Chancellor Provost to Chancellor 5-Feb Due to BOT Due to BOT 5-Mar **Promotions Promotions** Full Professor, Commonwealth Professor, Full Professor, Commonwealth Professor, and Teaching Faculty and Teaching Faculty Candidate to FEC 15-Nov 16-Dec FEC to Dept. Chair Candidate's file to T&PC Chair Dept. Chair to Academic Council T&PC to Law Academic Council 6-Jan Academic Council to Dean Law Academic Council to Dean 5-Feb Dean to Provost Dean to Provost 5-Mar Provost to Chancellor Provost to Chancellor 7-Apr Due to Faculty Due to Faculty 6-May Librarians Librarians Library Evaluation Committee (LEC) to Division Library Evaluation Committee (LEC) to Assoc. Head Dean, Law Library 16-Jan Division Head to Dean Assoc. Dean, Law Library to Dean 15-Feb Dean to Provost Dean to Provost 15-Mar Provost to Chancellor Provost to Chancellor 15-Apr Chancellor to Librarian Chancellor to Librarian 15-May **Technicians Technicians** Dept. Chair or Supervisor to Dean 15-Feb N/A Dean to Provost 15-Mar Provost to Chancellor 15-Apr

15-May

Chancellor to Technician

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 12, 2025
T&PC to Law Academic Council	February 26, 2025
Law Academic Council to Dean	March 18, 2025
Dean to Provost	April 22, 2025
Due to Faculty	May 13, 2025

Professor/Librarian Emeritus

Dean to Provost	15-Mar
Due to Faculty/Librarian	early May

Pre-Tenure Contract Renewal

	15-Oct
Candidate's file to T&PC Chair	15-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