

APPENDIX I ACADEMIC CALENDAR

June 1	All faculty who will be reviewed by the RTP Committee the following academic year will be notified of eligibility.
September 15	All materials relating to candidate's application for promotion and/or tenure must be received by the division representative. When due dates fall on a weekend day (i.e., Saturday or Sunday), the due date for application submission is the first University business day (excluding any national, state, or University holiday) following the weekend.
October 1	All faculty will be notified of their status (rank and step).
October 15	All peer and divisional dean forms for tenure and promotion must be turned into the division representative.
December 1	Decisions on promotion and tenure will be forwarded from the Rank, Tenure, and Promotion Committee to the dean of Seaver College.
December 15	Recommendations from the deans and the Rank, Tenure, and Promotion Committee are forwarded to the provost.
January 15	Portfolios for five-year and pre-tenure reviews must be received by the division representative. Portfolios for any reappointment considerations, including named chairs and Distinguished Professors, must be received by the division representative.
February 15	All peer and divisional dean forms for five-year, pre-tenure, and reappointment reviews must be turned into the division representative.
April 15	Decisions and evaluations on five-year, pre-tenure, and reappointment reviews will be forwarded from the RTP committee to the dean of Seaver College.