

2023-2024 TENURE REVIEW DEADLINES

*Dates below are approximate
(personnel action deadlines are normally published in late May)*

During the first two weeks of the spring semester before the review	Department Head/Chair must notify you that you are scheduled for your tenure review *
May 1, 2023	Candidate submits materials through APWS for external referees to review (personal statement, CV, publications)
By the first week of the semester in which the review is to begin	Candidate submits remaining materials for the basic file APWS to the dept. chair/head through APWS
Due Date Set by Dept. Chair/Head	Department Personnel Committee (DPC) must advance their recommendation to the department head/chair through APWS
November 1, 2023	Department Head/Chair must advance their recommendation to College/School PC through APWS
Due Date Set by Dean	College/School Personnel Committee (CPC/SPC) must advance their recommendation to Dean through APWS
January 15, 2024	Dean must advance their recommendation to Provost through APWS
June and September 2024 Trustee Meetings	Tenure cases officially voted by Board of Trustees
August 15, 2024 (or preceding business day)	Contractual deadline for University to notify candidate of award of tenure or of a one-year terminal appointment

Provost deadline to get tenure files to the President's office is generally 6 weeks prior to the Board of Trustee meeting (meaning early April for the June BOT meeting)