

# CONTINUATION/TENURE REVIEW ACTIVITY SCHEDULE FOURTH YEAR AND FIFTH YEAR PROBATIONARY SERVICE FALL 2026

Office of the Provost  
*(This schedule is subject to change or modification as necessary)*

<b>DEADLINE</b>	<b>ACTION</b>
Before the end of Spring semester and no later than (NLT) July 1	Department chairs should notify tenure-track faculty members who are about to begin their fourth and fifth year of probationary tenure-track status to begin preparing their portfolio.
NLT September 11	The department chair and dean conduct elections of college/departmental continuation committees.
NLT September 21	Fourth- and fifth-year probationary faculty members submit their completed portfolio in Watermark.
NLT October 2	The chair of the Departmental Continuation Committee posts recommendations in Watermark.
NLT October 15	The department chair posts recommendations in Watermark.
NLT October 30	The chair of the College Continuation Committee posts recommendations in Watermark.
NLT November 16	The college dean decides for or against continuation and posts the decision in Watermark.
NLT December 16	Faculty who wish to appeal their continuation decision must submit a letter of appeal to the Provost by uploading their letter in Watermark.
NLT December 17	The provost forwards the appeal documentation, continuation portfolio, and recommendation letters to the Faculty Appeals Advisory Committee, if applicable.
NLT January 25	The Faculty Appeals Advisory Committee uploads the appealed continuation portfolios and recommendations in Watermark, if applicable.
NLT January 26	The Faculty Appeals Hearing Committee and appealed probationary faculty member are notified of appeal hearing, if applicable.
NLT February 9	The appealed probationary faculty member submits evidentiary documents to the Faculty Appeals Hearing Committee, if applicable.
NLT March 23	The Faculty Appeals Hearing Committee conducts a hearing of the appealed probationary faculty member, if applicable.
NLT March 30	The Faculty Appeals Hearing Committee uploads the appealed continuation documents and recommendations in Watermark, if applicable.
NLT April 6	The provost posts the final decision in Watermark.