

CONTINUATION/TENURE REVIEW ACTIVITY SCHEDULE

FOURTH YEAR AND FIFTH YEAR PROBATIONARY SERVICE

FALL 2025

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

DEADLINE	ACTION
Before the end of Spring semester and no later than (NLT) July 1	Department chairs should notify tenure-track faculty members who are in their fourth and fifth year of probationary tenure-track status to begin preparing their portfolio.
NLT September 12	The department chair and dean conduct elections of college/departmental continuation committees.
NLT September 22	Fourth- and fifth-year probationary faculty members submit their completed portfolio in Watermark.
NLT October 6	The chair of the Departmental Continuation Committee posts recommendations in Watermark.
NLT October 14	The department chair posts recommendations in Watermark.
NLT October 31	The chair of the College Continuation Committee posts recommendations in Watermark.
NLT November 17	The college dean decides for or against continuation and posts the decision in Watermark. The college dean notifies the Office of the Provost of the decision.
NLT December 17	Faculty who wish to appeal their continuation decision must submit a letter of appeal to the Provost.
NLT December 18	The provost forwards the appeal documentation, continuation portfolio, and recommendation letters to the Faculty Appeals Advisory Committee, if applicable.
NLT January 26	The Faculty Appeals Advisory Committee forwards the appealed continuation portfolios and recommendations to the provost, if applicable.
NLT January 27	The Faculty Appeals Hearing Committee and appealed probationary faculty member are notified of appeal hearing, if applicable.
NLT February 24	The appealed probationary faculty member submits evidentiary documents to the Faculty Appeals Hearing Committee, if applicable.
NLT March 27	The Faculty Appeals Hearing Committee conducts a hearing of the appealed probationary faculty member, if applicable.

DEADLINE	ACTION
NLT March 30	The Faculty Appeals Hearing Committee forwards the appealed continuation documents and recommendations to the provost, if applicable.
NTL April 6	The provost posts the decision and provides a copy to the faculty member.