

## **Important Due Dates for Individuals 2021-22**

### **LEAVES: Applications and Reports**

Friday, October 1, 2021 – Report on leave in academic year 2020-2021 or spring 2021

Friday, October 1, 2021 – Application for leave in one or both semesters of 2022-23 or calendar year 2023

Tuesday, February 1, 2022 – Memo of intent to take leave during one or both semesters of academic year 2023-24 or calendar year 2024 (*applies to tenured and tenure-eligible faculty only*)

Tuesday, March 1, 2022 – Report on leave in calendar year 2021 or fall 2021

### **MERIT REVIEWS FOR ELIGIBLE FULL AND ASSOCIATE PROFESSORS**

Thursday, March 31, 2022 – Materials from full and associate professors eligible for merit review

### **TENURE AND PROMOTION CANDIDATES**

Monday, November 15, 2021 – List of nominators of outside evaluators of scholarly work: spring 2022 promotion or tenure decisions

Wednesday, December 15, 2021 – Materials for outside evaluators for spring 2022 tenure decisions

Tuesday, January 18, 2022 – Materials for outside evaluators for spring 2022 promotion decisions

Friday, April 15, 2022 – List of nominators of outside evaluators of scholarly work: fall 2022 tenure decisions

Friday, July 15, 2022 – Materials for outside evaluators for fall 2022 tenure decisions

### **TENURE-TRACK REAPPOINTMENT CANDIDATES**

Tuesday, February 1, 2022 – Candidates submit relevant materials to the CFA and to their R&P

### **FACULTY ON TERM APPOINTMENTS**

**For lecturers and senior lecturers on multi-year contracts which end at the end of 2022-23, lecturers and senior lecturers on one-year contracts and lecturers whose R&Ps are recommending promotion to senior lecturer effective in 2022-23:** Candidates submit relevant materials to the CFA and to their R&P by Tuesday, February 1, 2022

### **INSTRUCTORS IN SCIENCE LABORATORY (ISLs)**

**For ISLs on their first one-year contract, eligible for reappointment to a second one-year contract:** Candidates submit relevant materials to their R&P and to the provost/dean of the college by Tuesday, February 1, 2022

**For ISLs and senior ISLs on multi-year contracts which end at the end of 2022-23 and for ISLs on a one-year contract who are eligible for reappointment to a multi-year contract:** Candidates submit relevant materials to the CFA and to their R&P by Tuesday, February 1, 2022

## **Important Due Dates for R&Ps 2021-22**

### **Submit Recommendations to the Committee on Faculty Appointments:**

Friday, October 1, 2021 – Reappointments of PERA faculty being reviewed in the fall

Friday, October 15, 2021 – Tenure (assistant professors)

Tuesday, February 15, 2022 – Deadline for departmental R&Ps to bring recommendations for *initial* appointments to the ranks of associate professor and full professor (i.e., senior hires) to the CFA for its approval

Tuesday, March 1, 2022 – Reappointments of tenure-track faculty requiring one-year notification (See *Articles of Government*, Book I, Article IX, Section 4)

Tuesday, March 15, 2022 – Tenure (associate and full professors)

Friday, April 1, 2022– Reappointments and/or promotions of PERA faculty being reviewed in the spring

Friday, April 15, 2022 – Promotion to full professor

### **Submit Recommendations to the Provost and Dean of the College:**

Tuesday, March 1, 2022 – Recommendations for reappointments of Instructors in Science Laboratory (ISLs) on their first one-year contract, eligible for reappointment to a second one-year contract

Tuesday, February 15, 2022 – Recommendations for ISLs on a one-year contract, eligible for reappointment to a multi-year contract, and for ISLs and senior ISLs on multi-year contracts which end at the end of 2022-23

Tuesday, February 15, 2022 – Request to appoint an individual after her/his fourth year of service as a visiting lecturer to a term contract as lecturer

Tuesday, February 15, 2022 – Recommendations for reappointment of lecturers and senior lecturers on multi-year contracts which end at the end of 2022-23, recommendations for reappointment of lecturers and senior lecturers on one-year contracts and recommendations for promotion of lecturers to senior lecturer in 2022-23

Spring 2022 – Recommendations for contract renewals of term faculty (i.e. visiting lecturers) with one to three years of service at the college

### **Submit to the Provost and Dean of the College:**

Thursday, September 30, 2021 – Verification of 2020-21 annual conversations for tenure-track faculty members and faculty on term appointments (i.e. lecturers and senior lecturers), instructors in science laboratory, and senior instructors in science laboratory; verification of 2020-21 conversations for tenured second- and fifth-year associate professors

Friday, October 15, 2021 – Names of candidates to be considered for early promotion to full professor in spring 2022