

Approximate Calendar for Important Dates

January	15 th 18 th	5-Year Post-Tenure Faculty Review materials due to the peer review committee. P&T: CCG report due to the CPH Dean's Office.
February	4 th	P&T: All materials due to the Provost Office.
March	1 st 1 st 31 st	3 rd Year Probationary Faculty Reappointment Review materials due to the CPH Dean's Office. 5-Year Post Tenure Faculty Review peer review committee report due to DEO. 5-Year Post Tenure Faculty Review materials due to the CPH Dean's Office.
April	1 st 15 th	Probationary, Clinical, and Non-Tenure Track annual review materials due to the CPH Dean's Office. Probationary, Clinical, and Non-Tenure Track Faculty reviews due to Provost Office.
May	3 rd 31 st	Post-Tenure Effort Allocations must be entered. Tenured Faculty Annual reviews due to the CPH Dean's Office.
June	30 th	CVs need to be updated in the APR database. CPH Dean's Office will run reports on 7/1.
July		
August	1 st 15 th 31 st	P&T: Candidate must notify DEO of intention to apply for promotion. P&T: DEO notifies Dean's Office of all candidates for promotion. P&T: Dossier due to DEO.
September	12 th	P&T: Internal review by DCG and selection process of external reviewers begin.
October	1 st	P&T: DEO requests external letters for P&T by this date.
November	1 st 7 th	Mentoring plans for new faculty due to the CPH Dean's Office. P&T: DCG report due to DEO.
December	14 th	P&T: Promotion materials due to the CPH Dean's Office.