The College RTP Representative can provide information on the type of evaluation process each faculty member is required to undergo. All requests for reappointment, tenure, and/or promotion will follow this timeline.

**LIBRARY PERFORMANCE REVIEW COMPLETE TIME SCHEDULE AY 2020-2021**

**MON, JUL 6, 2020**  Faculty Advancement distributes *Faculty Evaluations Master Schedule* to colleges. Colleges may begin creating cases in Interfolio.

**FRI, AUG 21, 2020**  Candidates (for promotion only) should notify their unit of their intention to request review by this date.

**FRI, SEP 4, 2020**  College must submit the names of college committee members to Faculty Advancement.

**MON, SEP 7, 2020**  Labor Day Holiday (Campus Closed)

**FRI, SEP 25, 2020**  **WPAF Submission Deadline.** All candidates undergoing a performance review for reappointment, tenure, and/or promotion must submit the completed Working Personnel Action File (WPAF) via Interfolio by this date.

**FRI, OCT 9, 2020**  **WPAF Closing Date.** Peer review committee member must complete validation by this date and before the evaluation process begins. College Peer Review Committee is responsible for ensuring that the WPAF is properly validated by using the university Validation Check Sheet for the WPAF, as well as any other relevant college policies. WPAFs can be released to begin the performance review process as soon as the validation process is complete.  
***Note: Candidates must address corrections or omissions by the closing date.***

**THU, OCT 15, 2020**  Faculty Advancement distributes *Statistical Summary of Promotions Report.*

**WED, NOV 11, 2020**  Veteran’s Day (Campus Closed)

**FRI, NOV 20, 2020**  **College Peer Review Committee** sends recommendations to candidates; response/rebuttal due from candidates by date indicated in letter (approximately DEC 2).

**NOV 26-27, 2020**  Thanksgiving Break (Campus Closed)

**FRI, DEC 11, 2020**  **Dean** sends recommendations to candidates; response/rebuttal due from candidates by date indicated in letter (approximately DEC 21).

**TUES, DEC 22, 2020**  College level forwards WPAFs to Faculty Advancement.

**DEC 23-28, 2020**  Winter Break (Campus Closed)

**FRI, JAN 8, 2021**  Faculty Advancement forwards all WPAFs to the **Provost**.

**MON, JAN 18, 2021**  **Martin Luther King, Jr. Holiday (Campus Closed)**

**MON, FEB 15, 2021**  Final deadline for submission of additional material to the WPAF (“Late-Add”).

**FRI, MAY 21, 2021**  **Provost** announces final decisions on behalf of the President for all cases.