

## JULY 2014

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Notes
		1	2	3	4	5	
		<ul style="list-style-type: none"> <li>•Start of the Academic Year for 12-month faculty</li> <li>•Promotional increases and title changes take effect for 12-month faculty*</li> <li>•Merit increases effective</li> </ul>		Materials due to AHR for review at BoR meeting			
6	7	8	9	10	11	12	
				Board of Regents Meeting			
13	14	15	16	17	18	19	
20	21	22	23	24	25	26	
			Summer Quarter Term A ends	<ul style="list-style-type: none"> <li>•Summer Quarter Term B begins</li> <li>•Deadline for new appt materials to arrive in Dean's Office for August Board of Regents agenda</li> </ul>			
27	28	29	30	31			

\* 12-month faculty include research-track professors (all-ranks) and professorial faculty without tenure due to funding (WOT)

## AUGUST 2014

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Notes
				1	2	3	
4	5	6	7	8	9	10	
			Deadline for new appt materials to arrive at AHR for August Board of Regents agenda				
11	12	13	14	15	16	17	
			Board of Regents Meeting*				
18	19	20	21	22	23	24	
25	26	27	28	29	30	31	
				Deadline for new appt materials to arrive at Dean's Office for Sept. Board of Regents agenda			

\*August meeting is usually be canceled

SEPTEMBER 2014							
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Notes
	1	2	3	4	5	6	
	Faculty Fellows Program for new faculty						
				Deadline for new appt materials to arrive at AHR for Sept Board of Regents agenda			
7	8	9	10	11	12	13	
	Faculty Fellows Program for new faculty						
				Board of Regents Meeting			
14	15	16	17	18	19	20	
	Chairs' Assistants: Remind faculty to submit reports on PLP activities during AY 2012-13 to the Provost by 9/30						
Summer Quarter payroll ends		•Autumn Quarter payroll begins - promotional increases and title changes effective for 9-month faculty •Beginning of academic year for 9-month faculty*					Mid September - Vice Provost notifies units of allotted sabbatical/paid professional leave (PLP) quarters
21	22	23	24	25	26	27	
			Autumn Quarter instruction begins	Deadline for new appt materials to arrive at Dean's Office for Oct. Board of Regents agenda			
28	29	30	31				
			Deadline for faculty to submit their reports on PLP activities during AY 2013-14 to the Provost	Dean conducts HR and finance conversations with CoE departmental leadership			

\*9-month faculty include tenured and tenure-track professors (all ranks) and lecturers (all ranks)

# OCTOBER 2014

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Notes
			1	2	3	4	
				Deadline for new appt materials to arrive at AHR for Oct Board of Regents agenda			
5	6	7	8	9	10	11	
				Board of Regents Meeting			
12	13	14	15	16	17	18	
19	20	21	22	23	24	25	
	Mandatory P&T dossiers due in Dean's Office						
26	27	28	29	30	31		
	Final list of all non-mandatory promotion cases due to Dean's Office			Deadline for new appt materials to arrive in Dean's Office for Nov Board of Regents agenda		Departments begin review/reappointment of limited term (non-tenure track) faculty. Notices of non-renewal must be given by mid to late December.	



## DECEMBER 2014

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Notes
	1	2	3	4	5	6	
	Deadline to submit faculty renewal recommendation memos to Dean's Office			Deadline for new appt materials to arrive at AHR for Dec Board of Regents agenda	Last day of Autumn Quarter instruction		
7	8	9	10	11	12	13	
				Board of Regents Meeting*			
14	15	16	17	18	19	20	
	<ul style="list-style-type: none"> <li>•Autumn Quarter payroll ends</li> <li>•Deadline to submit non-renewal notices to limited term faculty (9 month)</li> <li>•Mandatory promotions due to AHR</li> </ul>						
21	22		24	25	26	27	
	<b>Sabbatical (PLP) applications due to AHR</b>						
28	29	30	31				
	<b>Sabbatical (PLP) applications due to AHR</b>						
			Deadline to submit non-renewal notices to limited term faculty (12 month)				

\*December meeting is usually canceled

JANUARY 2015							
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Notes
				1	2	3	
	<b>Applications for Paid Professional Leave due to AHR</b>						
				Deadline for new appt materials to arrive at AHR for January Board of Regents agenda			
4	5	6	7	8	9	10	
	Winter Quarter instruction begins			Board of Regents Meeting			
11	12	13	14	15	16	17	
18	19	20	21	22	23	24	
	Martin Luther King Day						
25	26	27	28	29	30	31	
	AHR runs first summary report of outside professional work			Deadline for appt materials to arrive at Dean's Office for Feb. Board of Regents agenda	<b>Affiliate promotion cases due to Dean's Office</b>		

## FEBRUARY 2015

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Notes
1	2	3	4	5	6	7	
	Non-Mandatory promotions due to AHR			Deadline for appt materials to arrive at AHR for Feb Board of Regents agenda			
8	9	10	11	12	13	14	
				Board of Regents Meeting	Annual Reappt spreadsheets due to Dean's Office		
15	16	17	18	19	20	21	
							<b>Mid-February:</b> Dean's Office sends list of mandatory P&T cases for AY 2015-16 to depts
16	17	18	19	20	21	22	
22	23	24	25	26	27	28	
				Deadline for appt materials to arrive at Dean's Office for March Board of Regents agenda		<b>Late February:</b> <ul style="list-style-type: none"> <li>• Departments set merit review timeline</li> <li>• Departments begin interviewing faculty candidates for new hires beginning September 2014</li> </ul>	



## MARCH 2015

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Notes
1	2	3	4	5	6	7	
	Affiliate promotion cases due to AHR			Deadline for appt materials to arrive at AHR for Feb Board of Regents agenda			
8	9	10	11	12	13	14	
				Board of Regents Meeting	Last day of Winter Quarter instruction		
15	16	17	18	19	20	21	
	<b>Units should begin second year reviews of Assistant Professors</b>						
Winter Quarter payroll ends	Spring Quarter payroll begins						
22	23	24	25	26	27	28	
				Deadline for appt materials to arrive at Dean's Office for Apr. Board of Regents agenda			
29	30	31					
	Spring Quarter instruction begins						

## APRIL 2015

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Notes	
			1	2	3	4		
	<b>Assistant professor second year reappointment reviews begin</b>							
	<b>Departments conduct faculty merit reviews</b>							
					Deadline for appt materials to arrive at AHR for April Board of Regents			
5	6	7	8	9	10	11		
	<b>Departments conduct faculty merit reviews</b>							
	<b>Assistant professor second year reappointment reviews</b>							
					Board of Regents Meeting*			
12	13	14	15	16	17	18		
	<b>Departments conduct faculty merit reviews</b>							
	<b>Assistant professor second year reappointment reviews</b>							
19	20	21	22	23	24	25		
	<b>Departments conduct faculty merit reviews</b>							
	<b>Assistant professor second year reappointment reviews</b>							
26	27	28	29	30				
	AHR runs second summary report of outside professional work			Deadline for new appt materials to arrive at Dean's Office for May Board of Regents agenda	<b>Chairs must notify Dean's Office of any non-meritorius decisions no later than 6/15</b>			

\*April Board of Regents meeting is usually canceled

## MAY 2015

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Notes	
					1	2		
	<b>Chairs remind 9-month faculty to submit requests for summer employment</b>							
	<b>Assistant professor second year reappointment reviews</b>							
3	4	5	6	7	8	9		
	<b>Faculty submit requests for summer employment</b>							
	<b>Assistant professor second year reappointment reviews</b>							
				Deadline for appt materials to arrive at AHR for May Board of Regents agenda				
10	11	12	13	14	15	16		
	<b>Faculty submit requests for summer employment</b>							
				Board of Regents Meeting	Dept recommendations for asst professor 2nd year reviews due to Dean's Office			
17	18	19	20	21	22	23		
	<b>Faculty submit requests for summer employment</b>							
24	25	26	27	28	29	30		
	<b>Faculty submit requests for summer employment</b>							
	Memorial Day	Deadline for appt materials to arrive at Dean's Office for June Board of Regents agenda						
31								
						<b>Chairs must notify Lisa of any non-meritorius decisions no later than 6/1</b>		

## JUNE 2015

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Notes
	1	2	3	4	5	6	
	<b>Faculty submit requests for summer employment</b>						
		Deadline for appt materials to arrive at AHR for June Board of Regents agenda			Spring Quarter instruction ends		
7	8	9	10	11	12	13	
	<b>Faculty submit requests for summer employment</b>						
		Board of Regents Meeting					
14	15	16	17	18	19	20	
	<b>Faculty submit requests for summer employment</b>						
	•End of Spring Quarter payroll •End of acadmic year for 9-month faculty						
21	22	23	24	25	26	27	
	<b>Assistant Professor 2nd year reappointment decisions due to AHR</b>						
	<b>Faculty requests for summer employment due</b>						
	Summer Quarter Term A begins						
28	29	30					
		•End of 12-month academic year •Depts enter summer distribution in OPUS for benefits continuation			<b>All mandatory promotion decisions and second year reappointment decisions must be communicated to tenure-track faculty no later than June 15, and to research-track faculty by June 30.</b>		