

SCHEDULE FOR FACULTY REVIEWS: Promotion, Tenure, EPR, APR, and Merit - DEADLINES  
Approved by Council of Deans and Senior VPAA/Provost May 14, 2014

SUBMITTED TO PROVOST FOR REVIEW (eRPT)	Candidates Submit Credentials to Departments*	Department Committee Decision <sup>Δ</sup>	Chairs Recommen- dations <sup>Δ</sup>	College PTRC Recommendations <sup>Δ</sup>	Dean's Recommendations <sup>Δ</sup>	Provost/VPAA Recommends to Trustees
PROMOTION & TENURE REVIEWS (TTF)# ●Promotion and Tenure: ●Promotion to Full Professor ●Promotion to Associate Professor	September 30th	October 15th	October 31st	December 15th	January 31st	Late March/Early April
PROMOTION REVIEWS (NTTF)# ●Promotion to Lecturer ●Promotion to Senior Lecturer	September 30th	October 15th	October 31st	December 15th	January 31st	Late March/Early April

\*Recommended date. Submission date at the discretion of the academic unit. #Solicitation and return of external review letters must occur prior to submission of candidate credentials

SUBMITTED TO PROVOST FOR REVIEW (eRPT)	Candidates Submit Credentials to Departments*	Department Committee Decision <sup>Δ</sup>	Chairs Recommen- dations <sup>Δ</sup>	College PTRC Recommendations <sup>Δ</sup>	Dean's Recommendations <sup>Δ</sup>	Provost/VPAA Notification of Annual Renewal of Contract
ENHANCED PERFORMANCE REVIEWS (TTF) ●TTF (last year of mid-probationary appointment)	October 15th	November 15th	November 30th	January 31st	February 28th	Late April
ENHANCED PERFORMANCE REVIEWS (NTTF) ●NTTF (EPR every third year)						
For years 1-3:	September 30th	October 15th	November 15th	January 31st	February 28th	Not later than April 1st
For years 4-6:	September 15th	September 30th	October 15th	November 15th	December 15th	Not later than February 1st
For years 7+:	August 30th	September 15th	September 30th	October 15th	October 31st	Not later than December 1st

\*Recommended date. Submission date at the discretion of the academic unit.

SUBMITTED TO PROVOST FOR REVIEW (paper)	Candidates Submit Credentials to Chairs & Departments *	Department's Recommendation to Chair**Δ	Departments & Chairs Recommen- dations to DeanΔ	Dean's Recommendations to Provost/VPAAΔ	Provost/VPAA Notification of Annual Renewal of Contract
ANNUAL PERFORMANCE REVIEWS FOR NTTF For years 1-3:	September 30th	October 15th	November 15th	February 28th	Not later than April 1st
Note. For Year 1 annual review, review materials are typically limited to first fall semester. In subsequent years, review materials include spring, summer (where applicable), and fall materials.					
For years 4-6:	August 15th	September 15th	September 30th	December 15th	Not later than February 1st
For years 7+:	August 15th	August 31st	September 15th	October 31st	Not later than December 1st

\*Recommended date. Submission date at the discretion of the academic unit. \*\*For academic units whose reappointment policy requires input from the academic unit.

SUBMITTED TO PROVOST FOR FILING (paper)	Candidates Submit Credentials to Chairs & Departments *	Department's Recommendation to Chair** <sup>Δ</sup>	Departments & Chairs Recommen- dations to Dean and Provost <sup>Δ</sup>
ANNUAL PERFORMANCE REVIEWS FOR PROBATIONARY TTF <i>Prior</i> to 3-year reappointment review:	January 31st	February 28th	March 31st
Note. For Year 1 annual review, review materials are typically limited to first fall semester. In subsequent years, review materials include spring, summer (where applicable), and fall materials.			
<i>AFTER</i> 3-year reappointment review:	January 31st	February 28th	March 31st
*Recommended date. Submission date at the discretion of the academic unit.		**For academic units whose reappointment policy requires input from the academic unit.	

SUBMITTED TO PROVOST FOR REVIEW (paper)	Candidates Submit Credentials to Chairs & Departments *	Department's Recommendation to Chair <sup>Δ</sup>	Departments & Chairs Recommen- dations to Dean <sup>Δ</sup>	Dean's Recommendations to Provost/VPAA <sup>Δ</sup>	Provost/VPAA Approval
MERIT REVIEWS FOR ALL TENURED, PROBATIONARY TTF, AND NTTF	January 31st	February 28th	March 31st	April 30th	August 15th (for September payroll)
*Recommended date. Submission date at the discretion of the academic unit.		<sup>Δ</sup> A rebuttal letter may be submitted within two business days from notification of the recommendation at that step of the process (2/11/14 BGSU&BGSU-FA MOU)			