

**October:**  
EARLY

First, Second, Third or More years of Retention/Tenure – Faculty notified of Evaluation Meeting by Department

**November:**  
November 1  
November 28

Faculty Promotion – Submissions due to Department Chairs  
Second Year Faculty Retention Department recommendations due to Provost

**December:**  
December 3  
MID

Faculty Promotion – Submissions due to Provost  
Second Year Retention decisions – Faculty notified of decision by Provost

**January:**  
January/February  
January/February

Promotion Committee reviews applications  
Promotion Applicants notified of Committee's recommendations

**February**  
February 13

First Year Retention, 3 or more Years Retention or Tenure and salary  
Adjustment's forwarded to Provost