

2024-2025 TENURE REVIEW DEADLINES

*Dates below are approximate
(personnel action deadlines are normally published in late May)*

During the first two weeks of the spring semester before the review	Department Head/Chair must notify you that you are scheduled for your tenure review
May 1, 2024 (the year prior to your review)	Candidate submits materials through APWS for external referees to review (personal statement, CV, publications) AND completes waiver of rights section in APWS
September 15, 2024 (of the tenure decision year)	Candidate submits remaining materials for the basic file APWS to the dept. chair/head through APWS
October 15, 2024	Department Personnel Committee (DPC) must advance their recommendation to the department head/chair through APWS
November 1, 2024	Department Head/Chair must advance their recommendation to College/School PC through APWS
December 15, 2024	College/School Personnel Committee (CPC/SPC) must advance their recommendation to Dean through APWS
February 1, 2025	Dean must advance their recommendation to Provost through APWS
June and September 2025 Trustee Meetings	Tenure cases officially voted by Board of Trustees
August 15, 2025	Contractual deadline for University to notify candidate of award of tenure or of a one-year terminal appointment

Provost deadline to get tenure files to the President's office is generally 6 weeks prior to the Board of Trustee meeting (meaning early April for the June BOT meeting)