

2013-2014 Calendar for Probationary Plan (and Plan Amendments), Retention, Tenure & Promotion,

	NEW Probationary Plans	EXISTING Probationary Plan Amendments	2nd/3rd Full	3rd/5th OYR	4th/5th/6th & Tenure Full	Promotion Only
Department chairs submit memo that 1) declares recommendation intent for all reviews - independent or participate in peer review committee; and 2) certifies election of department committee members.		(SEPARATE PROCESS FROM WPAF)	9/6/2013	9/6/2013	9/6/2013	9/6/2013
Last day to notify faculty of material being added to their PAF (Hold 5 calendar days before placing in PAF)			9/30/2013	9/30/2013	10/14/2013	10/14/2013
Candidates submit files to Department before due date to allow for additions from PAF			10/7/2013	10/7/2013	10/21/2013	10/21/2013
Working Personnel Action Files (WPAF) - Closed at 5:00 p.m. and Probationary Plans / Plan Amendments Due	11/4/2013	10/11/2013	10/11/2013	10/11/2013	10/25/2013	10/25/2013
Department Committee and Department Chair deadline for recommendation to Candidates	11/29/2013	11/4/2013	11/4/2013	11/4/2013	11/29/2013	11/29/2013
10-day period for candidate response (Calendar Days)						
Department level recommendations & candidates WPAF forwarded to School/College Committees and Deans by 5:00 p.m.	12/10/2013	11/15/2013	11/15/2013	11/15/2013	12/11/2013	12/11/2013
School/College Committee recommendation to candidates (No OYR)	2/7/2014	12/16/2013	12/16/2013		2/7/2014	2/7/2014
Dean deadline, recommendation to candidates	2/7/2014	12/16/2013	12/16/2013	12/16/2013	2/7/2014	2/7/2014
10-day period for candidate response						
School/College level recommendations and WPAF forwarded to Provost (or UBRTP if negative or no recommendation) by 5:00 p.m.	2/19/2014	1/3/2014	1/3/2014		2/19/2014	2/19/2014
UBRTP deadline, recommendations to candidates			1/31/2014		3/17/2014	3/17/2014
10-day period for candidate response						
UBRTP recommendations and WPAF forwarded to Provost			2/11/2014		3/31/2014	3/31/2014
Provost's decisions sent to candidates	5/14/2014	3/31/2014	2/14/2014		5/30/2014	6/13/2014