

Group	2018-2019 Academic Year Calendar for Retention, Tenure, & Promotion, including Probationary Plans (and Existing Probationary Plan Amendments) and	3rd/5th Off-Year Review
Chairs	Department chairs submit memo that 1) declares recommendation intent for all reviews - independent or participate in peer review committee; and 2) certifies <u>election</u> of department committee members.	9/7/2018
	Last day to notify faculty of material being added to their PAF (Hold 5 calendar days before placing in PAF)	9/24/2018
Individual Faculty Member	Candidates: submit files to Department before due date to allow for additions from PAF	10/1/2018
	Personnel Action File (PAF), Working Personnel Action File (WPAF) and Range Elevation - Applications close at 5:00 p.m.	10/5/2018
Dept and Chairs	Department Committee and Department Chair deadline for recommendation to Candidates	10/26/2018
Individual Faculty Member	10-day period for candidate response (Calendar Days)	10-DAY OPTIONAL RESPONSE PERIOD
Chairs	Department level recommendations & candidates WPAF forwarded to School/College Committees and Deans by 5:00 p.m.	11/5/2018
Dean	Dean deadline, recommendation to candidates	12/7/2018