



Date: July 19, 2021

To: Deans, Associate Deans, and Department Heads

From: Jason Hicks
Provost's Fellow *Jason Y. Hicks*

Re: Review of Sabbatical Leave Requests, Senior Instructor Recommendations, and Promotion/Tenure Recommendations

The following schedules have been established for review of sabbatical leave requests, senior instructor recommendations, and promotion/tenure recommendations for the 2021 – 2022 Academic Year.

SABBATICAL LEAVE REQUESTS

Action	Fall 2021
Requests due to Academic Affairs	October 15, 2021
Individual reviews by Provost, Vice Provosts, and Vice President for Research & Economic Development	October 29, 2021
Collective review by Provost, Vice Provosts, and Vice President for Research & Economic Development	November 29, 2021
Final Campus Review by Provost	December 6, 2021

SENIOR INSTRUCTOR RECOMMENDATIONS

Action	Spring 2022
List of candidates to Academic Affairs to check eligibility	November 1, 2021
Candidate reviews by Department and College	March 28, 2022
List of faculty approved for advanced working titles due to Academic Affairs	April 11, 2022

PROMOTION/TENURE RECOMMENDATIONS

Action	Fall 2021	Spring 2022 (Mid-Year)
Last day for meetings between candidates and deans to occur	November 19, 2021	April 8, 2022
Recommendations due to Academic Affairs	November 29, 2021	April 18, 2022
Copies forwarded to Graduate School for review by Graduate Council	December 17, 2021	April 29, 2022
Returned to Academic Affairs from Graduate School	January 31, 2022	May 13, 2022
Reviews by Provost, Vice Provosts, and Vice President for Research & Economic Development	February 7, 2022	May 27, 2022
Collective review by Provost, Vice Provosts, and Vice President for Research & Economic Development	March 7, 2022	June 10, 2022
Final Campus review by President and Provost	March 21, 2022	July 1, 2022

Please direct any questions to the Office of Academic Affairs.