

## **POST-TENURE REVIEW ACTIVITY SCHEDULE SPRING 2025**

Office of the Provost  
*(This schedule is subject to change or modification as necessary)*

<b>DEADLINE</b>	<b>ACTION</b>
No Later Than (NLT) December 2	Department Chair should notify faculty members who are due for post-tenure review to begin preparing their portfolios.
NLT February 28, 2025	Faculty members considered for post-tenure review submit completed portfolios to Watermark.
NLT March 3	Watermark opens for Department Chair review.
NLT March 10	Department Chair reviews portfolios, posts recommendations in Watermark, and provides copies of recommendations to faculty members outside of Watermark.
NLT March 14	Watermark opens for College Dean review.
NLT March 24	College Dean reviews portfolios, posts recommendations in Watermark, and provides copies of recommendations to faculty members outside of Watermark. In the case of a negative recommendation, the College Dean will form the triad committee.
NLT April 4	In the case of a negative recommendation, the College Dean appoints committee and faculty members to create a development plan and submit it to the College Dean and Department Chair.
NLT April 14	The College Dean posts all post-tenure review results to Watermark.