

Academic Year Timeline for CFSC actions

Timelines are provided as an aid to planning and to finding relevant paragraphs in the ASPT document. They do not represent official University policy, nor are they official interpretations. Please refer to the latest version of the full ASPT document and the specific year's ASPT calendar on the Provost's website for official policies and dates. Requests for interpretation of ASPT policies may be directed to the URC. (Section II.F.)

SEMESTER	DATE	ACTION	ASPT REFERENCE
Anytime		Revise College Standards as needed. After accepted by majority vote of college DFSCs/SFSCs, submit to URC for approval. College Standards must be reviewed and submitted to URC at least every 5 years.	IV.E.1
Anytime		Review Department/School policies and procedures for appointment, reappointment, performance-evaluation, promotion, tenure, cumulative post-tenure reviews, and allocation of monies devoted to performance evaluate salary increments	IV.B.
Fall Semester	before Dec. 15	review confidentiality policies and procedures	I.D.
Fall Semester	Dec. 15	begin consideration of promotion and tenure recommendations of the DFSCs/SFSCs	IV.C.1 IV.C.2 Appendix 1B
Spring Semester	Feb. 1	CFSC intended recommendations for promotion and tenure must be reported to faculty member. If the candidate wishes to appeal then the candidate must request a meeting with the CFSC within 10 working days of receiving the recommendation	IV.C.4 Appendix 1B
Spring Semester	Mar. 1	CFSC recommendations for promotion and tenure must be reported to the Provost, DFSC/SFSC, and faculty member	IV.C.5 IX.B.4 Appendix 1B
Spring Semester	Mar. 1	Faculty members must file with CFSC any appeal of the DFSC/SFSC performance evaluation recommendation	IV.C.3 XIII.F Appendix 1C
Spring Semester	Mar. 22	Faculty members must file with CFSC chairperson appeals to the DFSC/SFSC cumulative post-tenure review evaluation.	XIII.G Appendix 1D

Spring Semester	date of written appeal + 5 working days	CFSC chairperson acknowledges appeal within 5 working days	XIII.G.4 Appendix 1D
Spring Semester	Mar. 31	CFSC decisions regarding performance evaluation appeals must be reported to the Provost and the faculty member	XIII.F Appendix 1C
Spring Semester	Apr. 15	CFSC submits to appellant faculty member and DFSC/SFSC a written report describing disposition of the appeal	XIII.G.8 Appendix 1D
Spring Semester	May 1	CFSC submits annual report regarding promotion and tenure recommendations to the College Council and to the URC	IV.D.3 XIII.G.9 Appendix 1E
Spring Semester	May 1	CFSC submits annual written report to the URC and the Provost enumerating cumulative post-tenure review appeals and their disposition	IV.D.3g Appendix 1E
Spring Semester	May 1	Fifth-year review of College Standards, or, in the interim, proposed revisions to College Standards must be submitted to the URC	IV.E.1 Appendix 1E