### FALL SEMESTER DEADLINES

<table>
<thead>
<tr>
<th>Date</th>
<th>Event Description</th>
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<tbody>
<tr>
<td>September 15</td>
<td>List of TT/T faculty promotion and/or tenure cases from deans</td>
</tr>
<tr>
<td>October 1</td>
<td>Individual off-cycle salary requests (target start date for new salary: November 1)</td>
</tr>
<tr>
<td>October 2</td>
<td>Sabbatical leave requests: fall 2024, spring 2025, academic year 2024-25, calendar year 2025</td>
</tr>
<tr>
<td>November 1</td>
<td>List of CCAF faculty promotion cases from deans</td>
</tr>
<tr>
<td>November 1</td>
<td>Sabbatical leave reports for academic year 2022-23 &amp; spring 2023 semester leaves</td>
</tr>
<tr>
<td>December 1</td>
<td>Applications for Emerit status (retirements after fall semester)</td>
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<tr>
<td>December 15</td>
<td>TTF Promotion &amp; Tenure dossiers</td>
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<tr>
<td>December 15</td>
<td>Recommendations for reappointment of pre-tenure faculty in the second year of employment</td>
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</tbody>
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### SPRING SEMESTER DEADLINES

<table>
<thead>
<tr>
<th>Date</th>
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<tbody>
<tr>
<td>February 1</td>
<td>Faculty award nominations (call for nominations in November 2023)</td>
</tr>
<tr>
<td>February 1</td>
<td>Requests for new/increased special course fees</td>
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<tr>
<td>February 1</td>
<td>Individual off-cycle salary requests (target start date for new salary: March 1)</td>
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<tr>
<td>February 19</td>
<td>CCAF promotion dossiers</td>
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<tr>
<td>March 1</td>
<td>Recommendations for reappointment of pre-tenure faculty in the first year of employment</td>
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<tr>
<td>March 1</td>
<td>Contract and continuing faculty professional development release time applications (reports are due within three months of the completion of the leave)</td>
</tr>
<tr>
<td>April 1</td>
<td>Sabbatical leave reports for calendar year 2023 and fall 2023 semester leaves</td>
</tr>
<tr>
<td>April 15</td>
<td>Faculty annual performance reviews</td>
</tr>
<tr>
<td>April 15</td>
<td>Faculty post-tenure (comprehensive) reviews</td>
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<tr>
<td>April 15</td>
<td>Faculty mid-point (comprehensive) reviews</td>
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<tr>
<td>April 26</td>
<td>Applications for Emerit status (retirements after spring semester)</td>
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<tr>
<td>May 1</td>
<td>Recommendations for reappointment of pre-tenure faculty beyond the second year of employment</td>
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</table>

Other Campus Calendars:
- [Academic Calendar](#)
- [Registration](#)
- [Financial Aid](#)
- [Final Exams](#)
- [Commencement](#)
- [University Events](#)
- [Holiday Schedule](#)
- [Faculty Council](#)
- [SALX Guidelines](#)

*Last update: 6/28/2023*