

# CAS Review Schedule for Tenure Track Faculty

Year 1	2	3	4	5	6	7
Begin 1 <sup>st</sup> retention review	2 <sup>nd</sup> Retention Review & Recommendation Due Sep. 1 to CAS (notification by 15 <sup>th</sup> )				Dossier for Tenure	TENURE
1 <sup>st</sup> Retention Review & Recommendation Due Jan. 2 to CAS (notification by 15 <sup>th</sup> )  AND  Annual Review Due 3 <sup>rd</sup> week in March	3 <sup>rd</sup> Retention Review & Recommendation (notification by 5/15)  AND  Annual Review Due 3 <sup>rd</sup> week in March	Midpoint Review for Tenure Track Faculty (serves as 4 <sup>th</sup> Retention Review & Recommendation): Leave Dep. 2/15 Leave CAS Com. 3/7 Leave Dean 4/1 Final Notice 5/15  AND  Annual Review Due 3 <sup>rd</sup> week in March	Annual Review including 5 <sup>th</sup> Retention Review & Recommendation  Due 3 <sup>rd</sup> week in March	Annual Review including 6 <sup>th</sup> Retention Review & Recommendation  Due 3 <sup>rd</sup> week in March	Annual Review  Tenure Decision	

## DOCUMENTATION REQUIRED

Annual and Retention Reviews – Departmental format addressing activities in teaching, scholarly and creative activity, and service.

Midpoint & Tenure Reviews – A dossier based on outline presented in *CAS Guidelines for Promotion and Tenure Dossiers*.