

Personnel Actions Calendar 2025-2026 Summary — Library Faculty									
BOT Cycle		Personnel Category	Notification or Solicitation	File Close Date	LPC Due	Dean Due	Provost Due	President Due	BOT Meeting
December	2025	Lib: Promo*	Fri Jun 13 or June 27 (faculty notify dean by this date) Files Open July 18	Fri Sep. 19	Tue Sep. 30	Tue Oct. 7	Tue Nov. 4	Tue Nov. 18	Wed Dec. 3
		Lib: Yr 6 Reconsideration	Wed Sept. 10 (notify director by this date)	Fri Sep. 19	Tue Sep. 30	Tue Oct. 7	Tue Nov. 4	Tue Nov. 18	Wed Dec. 3
March	2026	Lib: Yr 1	Fri Oct. 17	Fri Jan. 2	Tue Jan. 20	Tue Jan. 27			
		Lib: Yr 2 and PT	Fri Sep. 5	Fri Jan. 2 (for reappointment and library faculty plans)	Tue Jan. 20	Tue Jan. 27 (as needed)	Tue Feb. 3 (as needed)	Tue Feb. 10	Tue Mar. 3
May	2026	Lib: RA	Fri Dec. 5 (notify director by this date)	Tue Jan. 6	Tue Feb. 10	Tue Mar. 3	Tue Mar. 24	Tue Mar. 31	Wed May 6
		Lib: Yr 3	Tue Jan. 6	Tue Jan. 27	Tue Mar. 3	Tue Mar. 24 (as needed)			
		Lib: Yr 4	Tue Jan. 6	Tue Jan. 27	Tue Mar. 3	Tue Mar. 24 (as needed)	Tue Mar. 30 (as needed)	Thu Apr. 16	Wed May 6
		Lib: Yr 5 Tenure	Tue Jan. 6	Tue Jan. 27	Tue Mar. 3	Tue Mar. 24	Tue Mar. 31	Thu Apr. 16	Wed May 6

REBUTTAL DUE DATES - Library Faculty. Letters due by 2:00 pm to be loaded by 5:00 pm.			
Personnel Category	LPC Due	Dean Due	Provost Due
Lib: Promo	Fri Oct. 3	Fri Oct. 10	Fri Nov. 7
Lib: Yr 6 Reconsideration	Fri Oct. 3	Fri Oct. 10	Fri Nov. 7
Lib: Yr 1	Fri Jan. 23	Fri Jan. 30	
Lib: Yr 2 and PT	Fri Jan. 23	Fri Jan. 30	Fri Feb. 6
Lib: RA	Fri Feb. 13	Fri Mar. 6	Fri Mar. 27
Lib: Yr 3	Fri Mar. 6	Fri Mar. 27	
Lib: Yr 4	Fri Mar. 6	Fri Mar. 27	Fri Apr. 3
Lib: Yr 5 Tenure	Fri Mar. 6	Fri Mar. 27	Fri Apr. 3

6/13/2026 Deadline for library faculty who plan to apply for promotion to Full Professor or Distinguished Professor in Fall 2025 to notify Dean and meet regarding selection of external reviewers.

6/27/2026 Deadline for library faculty who plan to apply for Assistant or Associate. Materials for external reviewers for those applying for Full or Distinguished are due to the Deans.