

**Dean of Faculty  
Key Dates and Deadlines  
Academic Year 2024-25**

<b>September 11, 2024</b>	Open Meeting of the Committee on Faculty Actions (CFA)
<b>October 11, 2024</b>	Deadline for submitting applications for Sabbatical Leave, Research Leave, and Leave Without Pay for AY 25-26 to the Dean of Faculty (DOF) (except WCL)  <i>Note: off-cycle applications will be accepted with the support of the Dean</i>
<b>October 16, 2024</b>	Deadline for submitting files to the CFA for full university review for all tenure track reappointments
<b>October 16, 2024*</b>	Deadline for submitting a continuing appointment
<b>October 16, 2024*</b>	Deadline for submitting files to the DOF for promotion to the Professorial Lecturer sequence with/without continuing and to the CFA for Professorial Lecturer sequence actions with disagreement at the unit level for first group of files
<b>October 28, 2024</b>	Final reports on sabbatical leaves, research leaves, or leaves without pay taken in AY 23-24 due to the academic unit dean and the DOF
<b>October 28, 2024</b>	Final reports on Junior Faculty Teaching Releases granted for AY 23-24 due to the academic unit dean and the DOF
<b>October 28, 2024</b>	WCL Deadline for submitting applications for Sabbatical Leave, Research Leave, and Leave Without Pay for AY 25-26 to the DOF
<b>November 18, 2024</b>	Deadline for submitting multi-year reappointments
<b>December 6, 2024</b>	Deadline for University Library continuing-track and term reappointments to DOF
<b>January 15, 2025</b>	Deadline for submitting files for tenure (if applicable) and promotion to Associate Professor (term and tenure-track) to the CFA and Library continuing appointment and promotion to the DOF
<b>January 27, 2025</b>	Deadline for WCL tenure-track and WCL multi-year term reappointments to DOF

<b>January 31, 2025</b>	Deadline for submitting WCL Junior Faculty Teaching Release applications to the DOF
<b>February 5, 2025</b>	Open CFA Meeting
<b>February 12, 2025</b>	Deadline for submitting files for promotion to full Professor to the CFA (term and tenure-track) and full Librarians to the DOF or CFA
<b>February 21, 2025</b>	Deadline for submitting Junior Faculty Teaching Release (except WCL) applications to the DOF
<b>March 12, 2025</b>	Tentative deadline for requesting term lines for AY 25-26 (DOF)
<b>March 14, 2025</b>	Tentative deadline for submitting tenure-track faculty search requests during AY 25-26
<b>March 28, 2025*</b>	Tentative deadline (pending budget authorization) for submitting second group of files to DOF for term faculty seeking <ul style="list-style-type: none"> <li>• reappointment to a one-year contract</li> <li>• and/or promotion on the Professorial Lecturer track with/without term reappointment</li> </ul>
<b>March 28, 2025*</b>	Deadline for submitting files to the CFA for Professorial Lecturer sequence actions with disagreement at the unit level from second group of files

\*subject to change