

The University of Toledo Academic Personnel Calendar 2020-2021

Faculty Return: August 17, 2020 | First Day of Class: August 17, 2020

Materials To	Sabbatical Leave Application	Tenure &/or Promotion	Pre-Tenure Evaluation Years 1 & 2 Renewal	Pre-Tenure Evaluation years 3, 4, & 5 Renewal	Merit for AY 2019-2020	Five-Year Post-Tenure Professional Assessment	Emeritus Review Fall term	Emeritus Review Spring term	Evaluation of Lecturers	Annual Report of Professional Activities (ARPA)
Department Personnel Committee (DPC) Receive Dossier Forward Dossier*		September 8, 2020 - September 21, 2020	January 15, 2021 - February 5, 2021	September 8, 2020 - October 2, 2020	September 11, 2020 - October 9, 2020	October 30, 2020 - November 30, 2020				September 11, 2020 ARPA with copy of current CV due to DPC or COMLS Dept. Chair.
Department Chair Receive Dossier Forward Dossier*	September 8, 2020 - September 21, 2020	September 21, 2020 - October 9, 2020	February 5, 2021 - February 19, 2021	October 2, 2020 - October 26, 2020	October 9, 2020 - October 30, 2020	November 30, 2020 - January 15, 2021			January 15, 2021 - February 12, 2021	Lecturers – Last day of the Fall Semester due to Dept. Chairs
College Committee on Academic Personnel or COMLS APT Committee or CHHS AP Committee Receive Dossier Forward Dossier*		October 9, 2020 - October 30, 2020		October 23, 2020 - November 20, 2020		January 15, 2021 - February 15, 2021				
College Dean Receive Dossier Forward Dossier*	September 21, 2020 - October 9, 2020	October 30, 2020 - November 20, 2020	February 19, 2021 - March 22, 2021	November 20, 2020 - January 15, 2021	October 30, 2020 - November 30, 2020	February 15, 2021 - March 16, 2021			February 12, 2020 - March 22, 2020 **	
University Committee on Academic Personnel (UCAP) Receive Dossier Forward Dossier*		**** November 20, 2020 – January 15, 2021	*** March 22, 2021 - April 2, 2021	January 15, 2021 - February 19, 2021						
University Committee on Sabbaticals (UCS) Receive Dossier Forward Dossier*	October 9, 2020 - October 30, 2020									
Provost Receive Dossier Forward Dossier*	October 30, 2020 - November 16, 2020	January 15, 2021 - February 19, 2021	April 2, 2021 - April 26, 2021	February 19, 2021 - March 22, 2021		March 16, 2021 - April 16, 2021	September 21, 2020 - October 9, 2020	April 4, 2021 - April 19, 2021		
President Receive Dossier Forward Dossier*	November 16, 2020 - December 4, 2020	February 19, 2021 - March 22, 2021	*** April 26, 2021 - May 10, 2021	March 22, 2021 - April 16, 2021			October 9, 2020 - October 30, 2020	April 19, 2021 - May 3, 2021		
BOT Academic and Student Affairs Committee Meeting	February BOT	April BOT					December BOT	June BOT		

*According to the *UT-AAUP Collective Bargaining Agreement* (9.2.3.6) with the tenured/tenure-track faculty, "forwarding of the dossier to the next level shall not occur until the five (5) day reconsideration timeline has expired." In order to provide a five-day window in which to request reconsideration as provided by the CTA, all evaluations must be completed at least five (5) days prior to forwarding the dossiers to the next evaluator.

**According to the *UT-AAUP Collective Bargaining Agreement* (9.2.9) with the lecturers, lecturers 'must receive their evaluation review approved by the Dean no later than the last day of March.'

***According to the *UT-AAUP Collective Bargaining Agreement* (9.2.3.1) used ONLY if non-renewal recommendation by the Dean.

COML-Faculty covered under the *Faculty Rules and Regulations* (2015) are renewed annually, July to June, with notifications of contract renewal in early May; notifications of non-renewals are outlined in the *Rules and Regulations*. ****Excludes COMLS and HHS Faculty who are not covered under the *UT-AAUP Collective Bargaining Agreement*

updated: July 30, 2020