

The University of Toledo Academic Personnel Calendar 2025-2026_COMLS

Materials To	Tenure &/or Promotion	Five-Year Post- Tenure Professional Assessment	Sabbatical Leave Application	Emeritus Review Fall Term	Emeritus Review Spring Term
Faculty submission	Aug 29, 11:59p.m. Dept chair uploads ref. letters by Sept 5 and forwards to dAPT.	Nov 3, 11:59p.m.	Sept 15, 11:59p.m.		
Department APT Committee (dAPT) Receive Dossier Forward Dossier	Sept. 5, 2025 Sept. 30, 2025	Nov. 3, 2025 Dec. 4, 2025			
Department Chair Receive Dossier Forward Dossier*	Sept. 30, 2025 Oct. 27, 2025	Dec. 4, 2025 Jan. 28, 2026	Sept. 16, 2025 Oct. 1, 2025		
College APT Committee (cAPT) or CHHS AP Committee Receive Dossier Forward Dossier	Oct. 27, 2025 Dec. 15, 2025	Jan. 28, 2026 Feb. 24, 2026			
College Dean Receive Dossier Copy chair to share with faculty Forward Dossier*	Dec. 15 2025 Feb. 2, 2026	Feb. 24, 2026 Mar. 24, 2026	Oct. 1, 2025 Oct. 21, 2025 Oct. 21, 2025		
University Committee on Sabbaticals (UCS) Receive Dossier Share with Faculty Forward Dossier			Oct. 21, 2025 Nov. 10, 2025 Nov. 10, 2025		
Provost Receive Dossier Share with Faculty Forward Dossier	Feb. 2, 2026 Mar. 9, 2026 Mar.17, 2026	Mar. 24, 2026 Apr 13, 2026 Apr 21, 2026	Nov. 10, 2025 Nov. 25, 2025 Nov. 25, 2025	Oct. 6, 2025 n/a Oct. 24, 2025	Apr. 1, 2026 n/a Apr. 14, 2026
President Receive Dossier Share with Faculty	Mar. 17, 2026 Apr. 10, 2026		Nov. 25, 2025 after the BOT meeting	Oct. 24, 2025 Nov. 17, 2025	Apr. 14, 2026 April 30, 2026
BOT Academic and Student Affairs Committee Meeting	April, 2026 BOT		Feb/Mar 2026 BOT	Dec, 2025 BOT	June, 2026 BOT

The COM&LS is excluded from going through UCAP for promotion and/or tenure applications. COMLS-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.

Revised 7/2/2025

****Academic Personnel Calendar subject to change due to the Senate Bill 1 legislation.