

Post-Continuous Appointment Review Cycle

POSITIVE Milestone, post-CA, or PROMOTIONAL Review	CYCLE	COUNT
2025-2026	Milestone, Promotional Review or PCAR Occurs	Mid Post-Continuous 5-year Cycle
9/16/2026	Successful Promotion or PCAR Effective Date	ALSO start of academic year 1 for the next PCAR review cycle
2026-27	X	1
2027-28	X	2
2028-29	X	3
2029-30	X	4
2030-31	PCAR Occurs	5
9/16/2031	PCAR Effective date	ALSO: start of academic year 1 for the next PCAR review cycle
2031-32	X	1

Task	Calendar Days	Due Dates
OAA creates list of eligible faculty and provides to Deans and Chairs (Unit)		May 1
Eligible faculty notified		No later than May 15 prior to the academic year of eligibility
Faculty requests deferment/opt out		June 1 prior to the academic year of eligibility
Dean Approves Requests to defer/opt out and notices faculty member		June 15
Department Committee formed	Per Dept. P&T guidelines	
Faculty submits dossier		1st Friday in October
Committee completes review of eligible faculty and submits report		End of October
Department chair completes reviews of eligible faculty and submits report	Within 10 business days from receipt of committee report	2 nd Friday in November
Faculty member receives Department chair's letter and committee report	Within 10 business days of the transmittal of the committee's report	2 nd Friday in November
Faculty member requests reconsideration	Within-5 business days of receipt of recommendation	3 rd week in November
Faculty member submits materials in support of reconsideration to committee and/or Department chair. Faculty member may request a meeting that must occur within 5 days of request to meet.	Within 20 business days of request for reconsideration	2 nd week of December

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Task	Calendar Days	Due Dates
Committee and/or Department chair responds to reconsideration request and forward all materials to the Dean		2nd week of January
Dean completes reviews of eligible faculty and submits report to faculty member, Department chair, chair of the committee	Within 10 business days of the receipt of the committee and chair reports	4th week of January
Department chair, chair of the committee, or faculty member requests reconsideration conference	Within 5 business days of receipt of Dean's letter	1 st week of February
Faculty member submits materials in support of a reconsideration conference to Dean	Within 10 business days of request for reconsideration conference	3rd week of February
Dean completes review, issues report and submits to Provost; Dean's assurance of review due to OAA		1st week of March
Faculty member requests reconsideration conference with the Provost	Within-5 business days of the receipt of the Provost Letter	2 nd Week of March
Faculty member submits supporting materials to the Provost. Faculty member requests meeting with Provost (optional)	Within 20 business days of receiving Provost letter	April
Provost issues decision		4th week of April
PCAR review FIP developed and jointly agreed to by faculty member and Chair	Within 30 business days after Provost's PCAR decision is issued	4th week of May
If faculty member and chair cannot agree they will meet with the Dean	Within 14 business days	2nd week of June
Final FIP with Dean, Chair and faculty member	June 15, year of review	June 15. May be extended if necessary and approval received.