

2020-21 Academic and Student Life Chronological Calendar
Faculty Personnel Actions
All Faculty Evaluation, both tenured/tenure track and non-tenure track, to be
submitted in Faculty 180

	<i>September</i>
9/3/20	New Faculty Orientation
9/4/20	Student Convocation
9/14/20	Dean notifies eligible faculty of reappointment for second or third years of service deadlines.
9/14/20	Dean notifies eligible faculty of reappointment for fourth or fifth years of service deadlines.
9/18/20	Provost notifies faculty of the deadlines for sabbatical leave for 2021-22. (Note: Application available on Human Resources webpage)
9/25/20	Provost notifies non-tenure track faculty and coaches of deadlines for Fall senior lecturer application process.
9/28/20	Complete Professional Records due in Faculty180 from faculty to Chair and Department Personnel Committee (DPC) for reappointment for second or third years of service.
9/28/20	Complete Professional Records due in Faculty180 from faculty to Chair and Department Personnel Committee (DPC) for reappointment for fourth or fifth years of service.
9/28/20	Dean notifies eligible faculty of post-tenure review and continued with reservations review deadlines.

	<i>October</i>
10/2/20	Application due from faculty to Chair for sabbatical leave for 2020-21.
10/16/20	Recommendation due from Chair to Dean for sabbatical leave for 2020-21.
10/19/20	Applications due to Chair and Department Personnel Committee (DPC) for senior lecturers Fall quarter.
10/23/20	Independent recommendations due from Chair and DPC in Faculty180 for reappointment for second or third years of service.
10/23/20	Independent recommendations due from Chair and DPC in Faculty180 for reappointment for fourth or fifth years of service.
10/26/20	Complete post-tenure review files due from faculty to Chair and Department Personnel Committee (DPC) in Faculty180.
10/26/20	Complete continued with reservations files due from faculty to Chair and Department Personnel Committee (DPC) in Faculty180.
10/26/20	Oct 26-30, Candidate opportunity to review reappointment for second or third years of service recommendations and correct any errors of fact noted in letters - to be uploaded in Faculty180
10/26/20	Oct 26-30, Candidate opportunity to review reappointment for fourth or fifth years of service recommendations and correct any errors of fact noted in letters - to be uploaded in Faculty180
10/30/20	Dean notifies faculty up for mandatory promotion and/or tenure of deadlines.

	<i>November</i>
11/2/20	Reappointment for second or third years of service files from Chair to Dean's office. **Candidate file is officially closed**
11/2/20	Reappointment for fourth or fifth years of service files from Chair to Dean's office and accessible to College Personnel Committee (CPC). **Candidate file is officially closed**
11/6/20	Recommendations due from Dean to Provost for sabbatical leave for 2020-21.
11/10/20	Fall senior lecturer recommendations due from Chair and DPC to Dean in Faculty180.
11/11/20	Faculty Research Support Award (formerly Seed, SOAR) applications due to School of Graduate Studies and Research. *On Hold for 2020-2021 academic year pending assessment.
11/11/20	Graduate Student Research Support Award applications due from students to School of Graduate Studies and Research.

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11/13/20	2019-20 Sabbatical reports due for faculty returning 9/4/20. All other reports should have been previously submitted within two months of returning to the University. Reports to be submitted electronically to provost@cwu.edu.
11/24/20	Deans notify non-tenure track faculty and coaches of Fall senior lecturer application outcome in Faculty180.
11/24/20	Independent post-tenure review recommendations due from Chair and DPC in Faculty180.
11/24/20	Independent continued with reservation recommendations due from Chair and DPC in Faculty180.
11/25/20	Deans recommendations for reappointment for second or third years of service due in Faculty180.
11/30/20	Nov 30-Dec 4 , Candidate opportunity for rebuttal of letters of negative recommendation for reappointment for second or third years of service. Written rebuttal to be submitted to Faculty Relations in Faculty180.
11/30/20	CPC recommendations for reappointment for fourth or fifth years of service due to Dean in Faculty180.
11/30/20	Nov 30 - Dec 4 : Candidate opportunity to review recommendations and correct any errors of fact noted in letters. To be uploaded in Faculty180.
11/30/20	Nov 30 - Dec 4 : Candidate opportunity to review recommendations and correct any errors of fact noted in letters. To be uploaded in Faculty180.

	<i>December</i>
12/1/20	Distinguished Faculty nominations due in Faculty Senate Office by 5:00 p.m.
12/7/20	Reappointment for second or third years of service files accessible to the Provost in Faculty180.
12/7/20	Post-tenure review files due from Chair to Dean's office and accessible to College Personnel Committee (CPC). **Candidate file is officially closed**
12/7/20	Continued with reservation review files due from Chair to Dean's office and accessible to College Personnel Committee (CPC). **Candidate file is officially closed**
12/8/20	Recommendations due from Sabbatical Leave Committee to Provost for sabbatical leave 2020-21.
12/14/20	Graduate assistant allocations for 2020-21 AY requests due from Chair to College Dean.

	<i>January</i>
1/4/21	Promotion and/or tenure professional record files due from faculty to Chair and Department Personnel Committee (DPC) in Faculty180.
1/8/21	Provost notifies faculty not being recommended for reappointment for second or third years of service.
1/8/21	Dean's recommendation for reappointment for fourth or fifth years of service due to Faculty Relations in Faculty180.
1/8/21	Provost notifies non-tenure track faculty and coaches of deadlines for Winter senior lecturer application process.
1/8/21	Graduate assistant allocations for 2020-21 AY requests due from College Deans to Dean of Graduate Studies and Research.
1/11/21	Jan 11-15 , Candidate opportunity for rebuttal of letters of negative recommendation for reappointment for fourth or fifth years of service . Written rebuttal to be submitted to Faculty Relations in Faculty180.
1/19/21	Reappointment for fourth or fifth years of service files accessible to the Provost in Faculty180.
1/20/21	Faculty Research/ Program Development Appointments (Academic Year) applications due to School of Graduate Studies and Research. *On Hold for 2020-2021 academic year pending assessment.
1/22/21	CPC's post-tenure review recommendations due to Dean in Faculty180.
1/22/21	CPC's continued with reservations recommendations due to Dean in Faculty180.
1/22/21	Promotion and/or tenure independent recommendations due from Chair and DPC in Faculty180.
1/25/21	Jan 25-29 , Candidate opportunity to review promotion and/or tenure recommendations and correct any errors of fact noted in letters - to be uploaded in Faculty180.

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1/25/21	Notification of graduate assistant allocations for 2020-21 AY from Dean of Graduate Studies and Research to College Deans.
1/29/21	Deans/Directors submit new/increased fee requests to the Provost's Office. See Policy 5-80 Academic Fee and Procedure 2-10-030 Requesting Establishment of or alteration to Academic fees.

	<i>February</i>
2/1/21	Promotion and/or tenure files from Chair to Dean's office and accessible to College Personnel Committee (CPC). **Candidate file is officially closed**
2/1/21	Winter applications for senior lecturers due to Chair and Department Personnel Committee (DPC) in Faculty180.
2/1/21	Distinguished Faculty supporting materials for nominees due in Faculty Senate Office by 5:00 p.m.
2/19/21	Winter senior lecturer evaluations due from Chair and DPC to Dean in Faculty180.
2/19/21	Provost's recommendation for reappointment for second or third years of service due to faculty in Faculty180, and submitted for recommendation of action to the Board of Trustees.
2/19/21	Provost notifies faculty not being recommended for reappointment for fourth or fifth years of service.
2/26/21	Provost notifies non-tenure track faculty and coaches of deadlines for Spring senior lecturer application process.
2/26/21	Board of Trustees considers sabbatical leave for 2021-22 recommendations.
2/26/21	Board of Trustees considers recommendations for sabbatical reports for 2019-20.
2/26/21	Provost notifies faculty and coaches of non-tenure track performance evaluation and merit for senior lecturer deadlines.
2/26/21	Post-tenure review files, including Dean's recommendation, due to Faculty Relations in Faculty180.
2/26/21	Continued with reservations files, including Dean's recommendation, due to Faculty Relations in Faculty180.
2/26/21	CPC promotion and/or tenure recommendations due to Dean in Faculty180.

	<i>March</i>
3/1/21	Mar 1-5, Candidate opportunity for rebuttal of letters of negative recommendation for post-tenure review. Written rebuttal to be submitted to Faculty Relations in Faculty180.
3/1/21	Mar 1-5, Candidate opportunity for rebuttal of letters of negative recommendation for continued with reservations. Written rebuttal to be submitted to Faculty Relations in Faculty180.
3/5/21	Following BOT action, Provost sends contract letters to recipients for sabbatical leave for 2020-21.
3/5/21	Dean notifies non-tenure track faculty and coaches of Winter senior lecturer application outcome in Faculty180.
3/8/21	Post-tenure review files accessible to the Provost in Faculty180.
3/8/21	Continued with reservation files accessible to the Provost in Faculty180.
3/10/21	Faculty Research Support Award (formerly Seed, SOAR) applications due to School of Graduate Studies and Research. *On Hold for 2020-2021 academic year pending assessment.
3/10/21	Faculty Research/ Program Development Appointments (Academic Year) applications due to School of Graduate Studies and Research. *On Hold for 2020-2021 academic year pending assessment.
3/26/21	Promotion and/or tenure files, including Dean's recommendation, due to Faculty Relations in Faculty180.
3/26/21	Provost's recommendation for reappointment for fourth or fifth years of service due to faculty in Faculty180.
3/29/21	Performance evaluations for non-tenure track faculty materials due to Chair and Department Personnel Committee (DPC) in Faculty180.
3/29/21	Performance evaluations for senior lecturer merit materials due to Chair and Department Personnel Committee (DPC) in Faculty180.

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3/29/21	Spring applications for senior lecturers due to Chair and Department Personnel Committee (DPC) in Faculty180.
3/29/21	March 29 - April 2, Candidate opportunity for rebuttal of letters of negative recommendation for promotion and/or tenure. Written rebuttal to be submitted to Faculty Relations in Faculty180.
3/31/21	Priority contracting deadline for Chair's recommendations for graduate assistants for 2021-22 due to School of Graduate Studies and Research.

	<i>April</i>
4/5/21	Promotion and/or tenure files accesible to the Provost in Faculty180.
4/5/21	Distinguished Faculty Selection Committee's recommendations due to Faculty Senate Chair.
4/12/21	Faculty Senate Chair Distinguished Faculty recommendations due to the President.
4/15/21	Proposed workload forms due from tenured and tenure-track faculty to Department Chair in Faculty180.
4/19/21	President submits Distinguished Faculty recommendations to Board of Trustees for consideration.
4/19/21	President will send recommendation award letters to Distinguished Faculty Awardees.
4/19/21	Faculty Senate will notify faculty of non-award Distinguished Faculty letters and distribute to those faculty nominees that were not selected.
4/23/21	Performance evaluations for non-tenure track faculty and merit for senior lecturer evaluations due from Chair and DPC to Dean in Faculty180.
4/23/21	Spring senior lecturer evaluations due from Chair and DPC to Dean in Faculty180.
4/23/21	Provost's recommendation due to post-tenure review candidates in Faculty180, and submitted for recommendation of action to the Board of Trustees.
4/23/21	Provost's recommendation due to continued with reservations faculty in Faculty180, and submitted for recommendation of action to the Board of Trustees.
4/28/21	Graduate Student Summer Research Fellowship applications due from students to School of Graduate Studies
4/28/21	Graduate Student Research Support Award applications due from students to School of Graduate Studies and Research.
4/30/21	Provost recommendation for promotion and/or tenure due to faculty, in Faculty180, and submitted for recommendation of action to the Board of Trustees

	<i>May</i>
5/14/21	Deans notify non-tenure track faculty and coaches of Spring senior lecturer/coach application outcome in Faculty180.
5/14/21	Proposed workload forms due from Department Chair to Dean/Director in Faculty180.
5/14/21	Dean provides non-tenure track faculty and coaches and senior lecturers who applied for merit with a copy of their evaluation in Faculty180.
5/14/21	Board of Trustees considers post-tenure review recommendations.
5/14/21	Board of Trustees considers reappointment for second or third years of service recommendations.
5/14/21	Board of Trustees considers reappointment for fourth or fifth years of service recommendations.
5/14/21	Board of Trustees considers promotion and/or tenure recommendations.
5/14/21	Board of Trustees considers Distinguished Faculty recommendations.
5/17/21	Faculty Recognition Ceremony and Reception
TBD	Faculty Recognition Ceremony and Reception to honor Distinguished Faculty
5/21/21	Following approval of the BOT, post-tenure review letters due from Dean to faculty.
5/21/21	Following approval of the BOT, reappointment for second or third years of service letters due from Dean to faculty.

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5/21/21	Following approval of the BOT, reappointment for fourth or fifth years of service letters due from Dean to faculty.
5/21/21	Following approval of the BOT, promotion and/or tenure letters due from Dean to faculty.
5/28/21	Final contracting deadline for Chairs' recommendations for graduate assistants for 2020-21 to School of Graduate Studies and research.

	<i>June</i>
6/4/21	Dean notifies eligible faculty of post-tenure review submittal deadline for the 2020-21 academic year.
6/4/21	Dean notifies eligible faculty of reappointment for second or third years of service submittal deadline for the 2020-21 academic year.
6/4/21	Dean notifies eligible faculty of reappointment for fourth or fifth years of service submittal deadline for the 2020-21 academic year.
6/12/21	Commencement (Ellensburg)
6/13/21	Commencement (Kent)
6/15/21	Dean/Director informs faculty of workload for the subsequent academic year.