

VUSE Faculty Affairs Deadlines for 2025-2026

Deadlines for all tenure-track reviews, promotions, and reappointments for the 2025-2026 academic year are below. These deadlines are based on the requirement from the faculty manual that reappointment letters must be sent from the Dean’s Office to the faculty member at least 13 months prior to the end of their appointment, and the additional time needed by the Dean’s Office, and Office of Faculty Affairs. These deadlines are when materials from the departments are due to the VUSE Dean’s Office.

Deadlines for 2025-2026 Academic Year:

	Aug 16 Hire Due Date	Jan 1 Hire Due Date
Promotion to Professor	December 31, 2025	April 15, 2026
Promotion to Associate Professor w/ tenure	December 31, 2025	April 15, 2026
Tenure-Track reappointment (4 th Year Review)	March 15, 2026	July 31, 2026
Tenure-Track reappointment (2 nd Year Review)	March 15, 2026	July 31, 2026
Non-Tenure-Track multi-year reappointment and promotion (teaching faculty)	March 15, 2026	July 31, 2026

The deadlines listed above are the dates that the dossier is due to the Dean’s Office from the Department. For appointments that end on August 15, the dossier from the department should be sent to the Dean’s office no later than March 15 of the prior year. For appointments that end on December 31, the dossier from the department should be sent to the Dean’s office no later than July 31 of the prior year.

For multi-year reappointments of research faculty, the dossier is due to the Dean’s Office no later than 16 months prior to their current appointment end date.

For single-year and part-time reappointments, the dossier is due to the Dean’s Office no later than 2 months prior to their current appointment end date.

For single-year and part-time initial appointments, the dossier is due to the Dean’s Office no later than 4 weeks prior to the requested appointment start date.