

ANNUAL FACULTY ASSESSMENT CALENDAR 2026-27

REVIEW: Tenure and Promotion, Instructor/Coordinator/Clinical/ Professional Practice/Research Tracks Seeking Promotion - Workflow Opens June 15

- 8/28/2026 Faculty submits digital portfolio (including OFD and supporting materials) in Faculty Success.
- 9/18/2026 Department/School Committee submits recommendation, which routes to Chair/Director.
- 10/2/2026 Faculty deadline to submit rebuttal of departmental recommendation, if desired.
- 10/16/2026 Chair/Director submits recommendation, which routes to College Committee and Dean.
- 10/30/2026 Faculty deadline to submit rebuttal of Chair/Director recommendation, if desired.
- 11/20/2026 College Committee submits recommendation, which routes to Dean.
- 12/4/2026 Faculty deadline to submit rebuttal of college recommendation, if desired.
- 12/18/2026 Dean submits recommendation, which routes to Provost.
- 1/8/2027 Faculty deadline to submit rebuttal of Dean's recommendation, if desired.
- 2/8/2027 Provost notifies faculty of the recommendation to the President.
- 2/22/2027 Faculty deadline to submit appeal (per Policy 206)
- *5/30/2027 President reviews Provost's recommendation and makes recommendation to the MTSU Board of Trustees. President notifies faculty who are not recommended for tenure that they will receive a terminal contract for the upcoming academic year.

REVIEW: Pre-tenure (i.e., Third-Year Review, per Policy 204 IV:C) - Workflow Opens January 2

- 2/19/2027 Faculty submits digital portfolio (including OFD and supporting materials) in Faculty Success.
- 3/5/2027 Department/School Committee submits recommendation, which routes to Chair/Director.
- 3/10/2027 Faculty review of department committee recommendation.
- 3/19/2027 Chair/Director submits recommendation, which routes to College Committee and Dean.
- 3/24/2027 Faculty review of chair/director recommendation.
- 4/2/2027 College Committee submits recommendation, which routes to Dean.
- 4/7/2027 Faculty review of college committee recommendation.
- 4/16/2027 Dean submits recommendation, which routes to Provost.
- 4/21/2027 Faculty review of dean recommendation.
- 5/7/2027 Provost submits decision to the faculty member. If positive, the decision triggers a contract renewal for the next academic year.
- *5/30/2027 Deadline by which President notifies Faculty who received a negative pre-tenure review that they will receive a terminal contract for the upcoming academic year.

*Date is stipulated in MTSU Policy 204, rev. June 2020.

REVIEW: Pre-tenure (i.e., Third-Year Review, per Policy 204 IV:C) - *CONTINUED*

- 6/1/2027 Faculty submits any additions to digital portfolio (including refreshed OFD and supporting materials) in Faculty Success for Performance Assessment
- 7/15/2027 Chair/Director submits the performance rating.
- 7/25/2027 Faculty review of performance rating.
- 10/15/2027 Dean submits a decision on performance rating.

RENEWAL EVALUATION: Tenure-track Faculty Years 1, 2, 4, and 5 - *Workflow Opens January 30*

- 2/12/2027 Faculty submits digital portfolio (including OFD and supporting materials) in Faculty Success.
- 2/26/2027 Department/School Committee submits annual evaluation/renewal recommendation.
- 3/12/2027 Chair/Director submits annual evaluation/renewal recommendation.
- 3/19/2027 Faculty review of Department decisions.
- 3/26/2027 Dean submits annual evaluation/renewal recommendation.
- 4/9/2027 Provost confirms or does not confirm Dean's annual evaluation/renewal recommendation. Positive evaluation triggers a contract renewal for the next academic year. Negative evaluation is forwarded to the President.
- *4/15/2027 Deadline by which President notifies tenure-track faculty in years 1 and 2 who received a negative evaluation that they will not receive a contract for the upcoming academic year.
- *5/30/2027 Deadline by which President officially notifies tenure-track faculty in years 4 and 5 who received a negative evaluation that they will receive a terminal contract for the upcoming academic year.
- 6/1/2027 Faculty submits any additions to digital portfolio (including refreshed OFD and supporting materials) in Faculty Success for Performance Assessment
- 7/15/2027 Chair/Director submits the performance rating.
- 7/25/2027 Faculty review of performance rating.
- 10/15/2027 Dean submits a decision on performance rating.

ANNUAL EVALUATION/Performance Assessment: Full-Time Faculty - *Workflow Opens May 1*

- 6/1/2027 Faculty submits digital portfolio (including OFD and supporting materials) in Faculty Success.
- 7/15/2027 Chair/Director submits annual evaluation of full-time faculty and performance rating.
- 7/25/2027 Faculty review of evaluation and performance rating.
- 10/15/2027 Dean submits a decision on performance rating.

*Date is stipulated in MTSU Policy 204, rev. June 2020.

ANNUAL EVALUATION: Fall ONLY Full-Time Faculty and Adjuncts -

Workflow Opens October 30, 2026

11/13/2026 Faculty submits digital portfolio (and supporting materials, if desired) in Faculty Success.

12/11/2026 Chair/Director reviews submission, CESs, and submits annual evaluation.

ANNUAL EVALUATION: Spring ONLY Full-Time Faculty and Adjuncts; Academic YEAR Adjuncts -

Workflow Opens April 2

4/16/2027 Faculty submits digital portfolio (and supporting materials, if desired) in Faculty Success.

5/28/2027 Chair/Director reviews submission, CESs, and submits annual evaluation.

ANNUAL EVALUATION: Department Chairs/School Directors - Workflow Opens May 1

6/1/2027 Chair/Director submits/updates all information in Faculty Success.

7/15/2027 Dean submits annual evaluation and performance rating.

7/25/2027 Chair/Director reviews Dean decision.

10/15/2027 Provost submits a decision on performance rating.

OTHER IMPORTANT T&P DATES

5/15/26

- Department/School and College Committee T&P chairs send their AY 2027-28 committee rosters, including the chair, to their Chair/Director, College Dean, Vice Provost Brian Hinote, and Sabrina Wright.

6/15/26

- Faculty intending to apply in AY 2027-28 for *discretionary* promotion, i.e., promotion by request as opposed to contractually required, send their names to their Chair/Director, College Dean, Vice Provost Brian Hinote, and Sabrina Wright.

5/15/27

- Department/School and College Committee T&P chairs send their AY 2028-29 committee rosters, including the chair, to their Chair/Director, College Dean, Vice Provost Brian Hinote, and Sabrina Wright.

6/15/27

- Faculty intending to apply in AY 2028-29 for *discretionary* promotion, i.e., promotion by request as opposed to contractually required, send their names to their Chair/Director, College Dean, Vice Provost Brian Hinote, and Sabrina Wright.

The Provost's Office may add/revise deadlines at the end of the academic year to account for performance bonuses once processes are finalized.