

DATE: June 2, 2025

TO: Deans, Associate Deans, and Department Chairs/School Directors

FROM: Dawn Bratsch-Prince, Associate Provost for Faculty

RE: Deadlines for FY26 Faculty Reviews

As you prepare for the new academic year, please note that the Office of the Senior Vice President and Provost has posted an online [Calendar of Deadlines](#) to provide colleges and departments with easy access to information regarding processes and deadlines for fundamental faculty review processes.

The following faculty review deadlines are in place for 2025-2026. The hyperlinks will direct you to detailed information on the process, relevant templates and forms, and other resources. **NOTE: For deadlines that fall on a Saturday or Sunday, materials are due the following business day.**

December 1, 2025: [Annual performance evaluations](#) of faculty must be completed in Workday.

January 15, 2026: [Promotion & Tenure](#) dossiers are due from colleges to the Office of the Senior Vice President and Provost.

March 1, 2026: [Term Faculty Advancement](#) dossiers are due from colleges to the Office of the Senior Vice President and Provost.

April 1, 2026: [Post-Tenure Review](#) materials are due from colleges to the Office of the Senior Vice President and Provost. NOTE: New guidance for candidates, deans, and department chairs/school directors is posted [online](#) to assist with understanding policies, procedures, and expectations.

May 1, 2026: [Preliminary \(third year\) Review](#) materials are due from colleges to the Office of the Senior Vice President and Provost.

Please discuss this information within your department and college to ensure all academic leaders are aware of internal college deadlines. If you have any questions at all regarding these review processes, please contact Rachel Haynes (rhaynes@iastate.edu or 294-6410), Kaela Black (kblack@iastate.edu or 294-8236), Tera Jordan (trh@iastate.edu or 294-1527); or Dawn Bratsch-Prince (deprince@iastate.edu or 294-6410).

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