

**DATE:** June 5, 2023  
**TO:** Deans and Associate Deans; Department Chairs/School Directors  
**FROM:** Dawn Bratsch-Prince, Associate Provost for Faculty  
**RE:** Deadlines for FY24 faculty reviews-**Corrected Version**

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 regarding fundamental faculty review processes.

The following faculty review deadlines are in place for 2023-2024:

- **December 1, 2023:** All [annual performance evaluations](#) of faculty completed in Workday.
- **January 11, 2024:** [Promotion & Tenure](#) -- dossiers due from colleges to the Senior Vice President and Provost
- **March 1:** [Term Faculty Advancement](#) -- dossiers due from colleges to the Senior Vice President and Provost
- **April 1:** [Post-Tenure Review](#)-- dossiers due from colleges to the Senior Vice President and Provost
- **May 1:** [Preliminary \(third year\) Review](#)-- dossiers due from colleges to the Senior Vice President and Provost

The highlighted links will direct you to detailed information on process, relevant templates and forms, and other resources.

Please discuss this information with department and school leaders in the college and make them aware of all internal college deadlines. If you have any questions at all regarding these review processes, please contact Kati Gorman ([kati@iastat.edu](mailto:kati@iastat.edu) or 294-6410), Kaela Black ([kblack@iastate.edu](mailto:kblack@iastate.edu) or 294-8236), Tera Jordan ([trh@iastate.edu](mailto:trh@iastate.edu) or 294-9804); or Dawn Bratsch-Prince ([deprince@iastate.edu](mailto:deprince@iastate.edu) or 294-6410).

cc: Jessica Stolee and Craig Hamerlinck, Senior HR Partners  
Tera Jordan, Assistant Provost for Faculty Development  
Kaela Black, Faculty Personnel and Policy Director  
Akelo Harris, Academic Personnel Specialist  
Shelly Loonan, Faculty Personnel Coordinator  
Provost's Cabinet