



SCHEDULE OF SUBMISSION DATES PERTAINING TO CONTRACT RENEWALS, LEAVES, AND PROMOTIONS 2026 - 2027

DEADLINE DATES FOR:

	REAPPOINTMENT  NOTIFICATION DATE December 15, 2026	REAPPOINTMENT  NOTIFICATION DATE March 31, 2027	REAPPOINTMENT: NOTIFICATION DATE June 30, 2027  REAPPOINTMENT : NOTIFICATION DATE August 31, 2027	ALL FACULTY AND PROFESSIONAL STAFF PROMOTIONS AND SALARY INCREASES: NOTIFICATION DATE May 15, 2027	SABBATICAL AND OTHER LEAVES 2027-2028  NOTIFICATION DATE January 9, 2027
DATA SUBMISSION PROCEDURE					
RECOMMENDATION OF CHAIRPERSON/ IMMEDIATE SUPERVISOR TO DEAN/DIRECTOR	September 25, 2026	February 5, 2027	February 22, 2027	February 19, 2027	November 2, 2026
RECOMMENDATION OF DEAN/DIRECTOR TO VICE PRESIDENT/ PROVOST	October 16, 2026	February 12, 2027	March 19, 2027	March 19, 2027	November 23, 2026
RECOMMENDATION OF VICE PRESIDENT/ PROVOST TO PRESIDENT	November 2, 2026	March 5, 2027	April 16, 2027	April 16, 2027	December 21, 2026
DECISION OF PRESIDENT AND NOTIFICATION TO EMPLOYEE	December 15, 2026	March 31, 2027	June 30, 2027 or August 31, 2027 respectively	May 15, 2027	January 9, 2027

\*Human Resources will notify employees of their Reappointment notice date.