

**Provost & COS Deadline Calendar**

1) While we hope to make every effort to follow the calendar, please make note that some dates may be subject to change.

2) [Select link to read tenure and promotion information, workflow and deadlines](#)

Deadline to send to Dean's office	Due Date	Item	Office Facilitating Item
7/15/2024	08/01/24	Recommendations for 2024-25 Emeritus* faculty	Faculty Success (via Jeanette Garriga)
9/3/2024	09/23/24	Applications for 2025-26 faculty development leave* (FDL)	Academic Resources
9/1/2024	10/09/24	Nominations for 2024-25 Faculty Success Award Nominations	Faculty Success
Approval not needed	10/15/24	IE Improve Reports	University Accreditation
10/18/2024	11/01/24	Report of full-time faculty leaving, resigning, or retiring from UNT, due to Faculty Success	Faculty Success
Approval not needed	11/28/23	Distinguished Service to International Education nominations due	UNT International
11/11/2024	12/01/24	Recommendations for 2024-25 Emeritus* faculty	Faculty Success (via Jeanette Garriga)
Approval not needed	01/15/25	Fall term core curriculum assessment data due to the Core Director	University Accreditation
Approval not needed	03/03/25	VPAA 174 due to FIS (2025-2026 Tenure Track Promotion and Tenure candidates)	FIS
4/8/2025	04/15/25	Report of full-time faculty leaving, resigning, or retiring from UNT, due to Faculty Success	Faculty Success
Approval not needed	05/01/25	VPAA 174 due to FIS (2025-2026 Professional Track Promotion and Tenure candidates)	FIS
Approval not needed	06/16/25	Spring term core curriculum assessment data due to the Core Director	University Accreditation

\* Indicates items that must be presented to the Board of Regents for final approval.

Board of Regents Reports and Approvals		
August BOR Meeting	Report of Modified Service Report & Faculty Workload Report	Provost Office
	Tenure for Faculty Appointees	
November BOR Meeting	Emeritus Faculty Nominations	
	Report of Faculty Leave of Absence without Pay	
February BOR Meeting	Emeritus Faculty Nominations	
	Faculty Development Leave Requests	
	Regents Professor Appointments & Renewals	
May BOR Meeting	Promotion and Tenure Recommendations	
	Tenure for Faculty Appointees	

- UNT Links:** Emeritus Faculty <https://vpaa.unt.edu/fs/recognition/emeritus-info>  
 FDL <https://vpaa.unt.edu/fs/development/leave>  
 BOR Meetings <https://www.untsystem.edu/board-regents/meetings/index.php>  
 Faculty Success Awards <https://vpaa.unt.edu/fs/recognition/list>

Provost's office estimate on dates when COS should receive any additional info:		Sent from
08/12/24	Notification sent to deans up for reappointment	Student Success
10/21/24	Memo to deans/chairs for list of full-time faculty leaving, resigning, or retiring from UNT	Faculty Success
11/04/24	Memo to deans up for reappointment	Student Success
03/03/25	Memo sent to deans/chairs for 2025-26 modified service* requests	Academic Resources
03/31/25	Notifications sent out by colleges/schools for non-tenure track reappointments and non-	
04/01/25	Memo to deans/chairs for list of full-time faculty leaving, resigning, or retiring from UNT	Faculty Success
05/05/25	Memo sent to deans/chairs for designated faculty undergoing review for 2025-26 Distinguished	Faculty Success
05/05/25	Memo sent to deans/chairs for nominations for 2025-26 Distinguished Research & Teaching	
05/30/25	Memo sent to deans for 2025-26 Emeritus* faculty nominations	Provost Office

**Office Phone Numbers**

- Provost Office: 940.565.3952  
 Student Success: 940.369.5206  
 University Accreditation: 940.565.4266  
 Academic Resources: 940.565.2550  
 FIS: 940.369.6108  
 Faculty Success: 940.565.3987