



**RTP REVIEW SCHEDULE FOR CYCLES I-IV  
2023-2024**

**Cycle I: Tenure-Track Counseling Psychologists in their first year  
(Spring 2023 or Fall 2023 hires)**

**Abbreviated Review  
Professional Development Plan Due: 01/19/2024  
(Reviewed in Spring 2024) Hired with a two-year appointment**

<u>Level of Review</u>	<u>Review Begins</u>	<u>Review Deadline</u>
Student Health & Psychological Services RTP Committee	01/23/2024	02/23/2024
Student Health & Psychological Services Director	03/05/2024	04/05/2024

**Cycle II: Reappointment of Tenure-Track Counseling Psychologists in their second year**

**Full RTP Review WPAF Due: 09/11/2023**

<u>Level of Review</u>	<u>Review Begins</u>	<u>Review Deadline</u>
Student Health & Psychological Services RTP Committee	10/09/2023	10/27/2023
Student Health & Psychological Services Director	11/01/2023	11/17/2023
Provost & VP of Student Affairs	12/01/2023	12/15/2023
University RTP Committee (as appropriate)	01/18/2024	01/25/2024
President	01/26/2024	02/09/2024
<b>Notice to Faculty of President's Decision</b>	<b>02/15/2024</b>	

**Cycle III: Abbreviated Review of Tenure-Track Counseling Psychologists in their 3<sup>rd</sup>, 4<sup>th</sup>, or 5<sup>th</sup> year**

**Abbreviated Review- received a 2-year reappointment in the previous full review Professional Development Plan and Brief Written Report (Reviewed in Spring 2024)  
Due: 01/19/2024**

<b><u>Level of Review</u></b>	<b><u>Review Begins</u></b>	<b><u>Review Deadline</u></b>
Student Health & Psychological Services RTP Committee	01/23/2024	02/23/2024
Student Health & Psychological Services Director	03/05/2024	04/05/2024

**Cycle III: Reappointment of Tenure-Track Counseling Psychologists in their 3<sup>rd</sup>, 4<sup>th</sup>, or 5<sup>th</sup> year**

**Full RTP Review- received a 1-year reappointment in the previous full review WPAF Due: 10/02/2023**

<b><u>Level of Review</u></b>	<b><u>Review Begins</u></b>	<b><u>Review Deadline</u></b>
Student Health & Psychological Services RTP Committee	11/08/2023	12/08/2023
Student Health & Psychological Services Director	01/03/2024	01/26/2024
Provost & VP of Student Affairs	02/06/2024	03/06/2024
University RTP Committee (as appropriate)	03/15/2024	04/12/2024
President	04/19/2024	05/17/2024
<b>Notice to Faculty of President's Decision</b>	<b>06/01/2024</b>	


**Full RTP Review- Tenure- 6<sup>th</sup> year counseling psychologists  
WPAF Due: 10/02/2023**

<u>Level of Review</u>	<u>Review Begins</u>	<u>Review Deadline</u>
Student Health & Psychological Services RTP Committee	11/08/2023	12/08/2023
Student Health & Psychological Services Director	01/03/2024	01/26/2024
Provost & VP of Student Affairs	02/06/2024	03/06/2024
University RTP Committee (as appropriate)	03/15/2024	04/12/2024
President	04/19/2024	05/17/2024
<b>Notice to Faculty of President's Decision</b>	<b>06/01/2024</b>	

**Cycle IV: Promotion to Student Services Professional III**

**Promotion to Student Services Professional III  
Full RTP Review WPAF Due: 10/02/2023**

<u>Level of Review</u>	<u>Review Begins</u>	<u>Review Deadline</u>
Student Health & Psychological Services RTP Committee	11/08/2023	12/08/2023
Student Health & Psychological Services Director	01/03/2024	01/26/2024
Provost & VP of Student Affairs	02/06/2024	03/06/2024
University RTP Committee (as appropriate)	03/15/2024	04/12/2024
President	04/19/2024	05/17/2024
<b>Notice to Faculty of President's Decision</b>	<b>06/15/2024</b>	

Approved by:   
 Cheryl Koos, Ph.D., Associate Vice President for  
 Faculty Affairs and Development

Date: July 28, 2023