



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

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

**Abbreviated Review
Professional Development Plan Due: 01/29/2024
(Reviewed in Spring 2024) Hired with a two-year appointment**

<u>Level of Review</u>	<u>Review Begins</u>	<u>Review Deadline</u>
Library RTP Committee	01/23/2024	02/23/2024
College Dean	03/05/2024	04/05/2024

Cycle II: Reappointment of Tenure-Track Librarians 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>
Library RTP Committee	10/09/2023	10/27/2023
College Dean	11/01/2023	11/17/2023
Provost	12/01/2023	12/15/2023
University RTP Committee (as appropriate)	01/18/2024	01/25/2024
President	01/26/2024	02/09/2024
Notice to Faculty of President's Decision	02/15/2024	

Cycle III: Abbreviated Review of Tenure-Track Librarians in their 3rd, 4th, or 5th 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**

<u>Level of Review</u>	<u>Review Begins</u>	<u>Review Deadline</u>
Library RTP Committee	01/23/2024	02/23/2024
College Dean	03/05/2024	04/05/2024

Cycle III: Reappointment of Tenure-Track Librarians in their 3rd, 4th, or 5th year

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

<u>Level of Review</u>	<u>Review Begins</u>	<u>Review Deadline</u>
Library RTP Committee	11/08/2023	12/08/2023
College Dean	01/03/2024	01/26/2024
Provost	02/06/2024	03/06/2024
University RTP Committee (as appropriate)	03/15/2024	04/12/2024
President	04/19/2024	05/17/2024
Notice to Faculty of President's Decision	06/01/2024	

**Full RTP Review- Tenure- 6th-year librarians
WPAF Due: 10/02/2023**

<u>Level of Review</u>	<u>Review Begins</u>	<u>Review Deadline</u>
Library RTP Committee	11/08/2023	12/08/2023
College Dean	01/03/2024	01/26/2024
Provost	02/06/2024	03/06/2024
University RTP Committee (as appropriate)	03/15/2024	04/12/2024
President	04/19/2024	05/17/2024
Notice to Faculty of President's Decision	06/01/2024	

Cycle IV: Promotion to Full Librarian

**Promotion to Full Librarian
Full RTP Review WPAF Due: 10/02/2023**

<u>Level of Review</u>	<u>Review Begins</u>	<u>Review Deadline</u>
Library RTP Committee	11/08/2023	12/08/2023
College Dean	01/03/2024	01/26/2024
Provost	02/06/2024	03/06/2024
University RTP Committee (as appropriate)	03/15/2024	04/12/2024
President	04/19/2024	05/17/2024
Notice to Faculty of President's Decision	06/15/2024	



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

Date: July 28, 2023
