

Teaching Specialist Cycle – Application, Renewals, Annual Information, and Reviews

Appointment year	0	1	2	3	4	5	6
Year count for subsequent cycles		7	8	9	10	11	12
Contractual	Oct. 15 Application	Feb. 1 Renewal request (for yr. 2 of the 3-yr. contract)	Feb. 1 Renewal request (for yr. 3 of the 3-yr. contract)	Oct. 15 Request next 3-yr. term	Feb. 1 Renewal request (for yr. 2 of the 3-yr. contract)	Feb. 1 Renewal request (for yr. 3 of the 3-yr. contract)	Oct. 15 5th-yr. review report and request next 3-yr. term
Review – teaching, service & advising						X	
5-year plan (for application or request for subsequent 3-year appointment)	X			Submit new 5-year plan			Submit new 5-year plan
End-of-course evaluations	X	X	X	X	X	X	X
Class observations	X					X	