

2026-27 Procedural Calendar – By Date

Deadline: Friday, July 31, 2026
Category: Department Chairs
Event/Action: New Chair Contracts Start
From:
To:
Details:

Deadline: Monday, August 03, 2026
Category: Workshops
Event/Action: New Full-Time Faculty Orientation (Day 1)
From: Center for Teaching, Learning, and Design
To:
Details: Day 1 of New Faculty Orientation includes lunch with Department Chairs. To RSVP, please see the Center for Teaching, Learning, and Design "Calendar of Events" at msudenver.edu/teaching-learning-design/events

Deadline: Tuesday, August 04, 2026
Category: Workshops
Event/Action: New Full-Time Faculty Orientation (Day 2)
From: Center for Teaching, Learning, and Design
To:
Details: Day 2 of New Faculty Orientation includes a reception with Deans. To RSVP, please see the Center for Teaching, Learning, and Design "Calendar of Events" at msudenver.edu/teaching-learning-design/events

Deadline: Thursday, August 06, 2026
Category: Grades
Event/Action: Summer Semester Grades Due by 12pm
From: Faculty
To:
Details:

Deadline: Friday, August 07, 2026
Category: Workshops
Event/Action: New Adjunct Faculty Orientation (Remote-Only)
From: Center for Teaching, Learning, and Design
To:
Details: To RSVP, please see the Center for Teaching, Learning, and Design "Calendar of Events" at msudenver.edu/teaching-learning-design/events

Deadline: Friday, August 07, 2026
Category: Workshops
Event/Action: New Adjunct Faculty Orientation (In-Person Only)
From: Center for Teaching, Learning, and Design
To:
Details: To RSVP, please see the Center for Teaching, Learning, and Design "Calendar of Events" at msudenver.edu/teaching-learning-design/events

Deadline: Monday, August 10, 2026
Category: Workshops
Event/Action: Day 1 - Roadrunner Instructor Training for Fall
From: Center for Teaching, Learning, and Design
To:
Details: Day 1 held in-person. To RSVP, please see the Center for Teaching, Learning, and Design "Calendar of Events" at msudenver.edu/teaching-learning-design/events

Deadline: Tuesday, August 11, 2026
Category: Workshops
Event/Action: Day 2 - Roadrunner Instructor Training for Fall
From: Center for Teaching, Learning, and Design
To:
Details: Day 2 held remotely. To RSVP, please see the Center for Teaching, Learning, and Design "Calendar of Events" at msudenver.edu/teaching-learning-design/events

Deadline: Wednesday, August 12, 2026
Category: Workshops
Event/Action: Department Chairs Retreat
From: Office of Faculty Affairs
To:
Details: This is an in-person leadership development and informational session for department chairs.

Deadline: Tuesday, August 18, 2026
Category: Workshops
Event/Action: Associate/Assistant Dean Retreat
From: Office of Faculty Affairs
To:
Details: This is an in-person leadership development and informational session for Assistant/Associate Deans.

Deadline: Friday, August 21, 2026
Category: Promotion to Full Professor
Event/Action: Intent to Apply for Full Professor from Faculty to Department Chair
From: Faculty
To: Department Chair
Details: Use "Intent to Apply" form available at msudenver.edu/faculty-affairs/faculty-review-processes/

Deadline: Friday, August 21, 2026
Category: Tenure and Promotion to Associate Professor
Event/Action: Intent to Apply for Associate Professor from Faculty to Department Chair
From: Faculty
To: Department Chair
Details: Use "Intent to Apply" form available at msudenver.edu/faculty-affairs/faculty-review-processes/

Deadline: Friday, August 21, 2026
Category: Workshops
Event/Action: Tenure and Promotion Portfolio Preparation Workshop (via Teams)
From: Office of Faculty Affairs
To:
Details: This workshop will take place on Teams. To RSVP, please see the "RTP/PTR/Sabbatical Workshops" area of the Office of Faculty Affairs "Faculty Review Processes" page: msudenver.edu/faculty-affairs/faculty-review-processes/

Deadline: Friday, August 21, 2026
Category: Workshops
Event/Action: Sabbatical Leave Application Preparation Workshop (via Teams)
From: Office of Faculty Affairs
To:
Details: This workshop will take place on Teams. To RSVP, please see the "RTP/PTR/Sabbatical Workshops" area of the Office of Faculty Affairs "Faculty Review Processes" page: msudenver.edu/faculty-affairs/faculty-review-processes/

Deadline: Friday, August 21, 2026
Category: Workshops
Event/Action: Year 2, 4, and 5 Portfolio Preparation Workshop
From: Office of Faculty Affairs
To:
Details: This workshop will take place on Teams. To RSVP, please see the "RTP/PTR/Sabbatical Workshops" area of the Office of Faculty Affairs "Faculty Review Processes" page: msudenver.edu/faculty-affairs/faculty-review-processes/

Deadline: Friday, August 28, 2026
Category: Roadrunner Faculty Academy
Event/Action: Roadrunner Faculty Academy - In-Person Session 1
From:
To:
Details: The Roadrunner Faculty Academy is a year-long professional development program for first-year tenure-track faculty members. For additional information, please see msudenver.edu/teaching-learning-design/programs/roadrunner-faculty-academy/

Deadline: Friday, August 28, 2026
Category: Workshops
Event/Action: Watermark User Training Workshop
From: Office of Faculty Affairs
To: Faculty
Details: This workshop will take place on Teams. To RSVP, please see https://forms.office.com/pages/responsepage.aspx?id=pJwwAzMXUqnPPGMyEEyXOL4TXwwlcNNqw5scN_VGhUQ0RHRFNXV0M3TDBUNDZWVkhMOFgxVExTRCQIQCN0PWcu&route=shorturl

Deadline: Friday, September 04, 2026
Category: Curriculum/Catalog
Event/Action: Omnibus/Individual VT/Non-Substantive Change Proposals for Spring 2027 Semester from Originator to Department Curriculum Committee, Department Chair, and Associate Dean for Simultaneous Review
From: Originator
To: Department Curriculum Committee, Department Chair, and Associate Dean for Simultaneous Review
Details: For additional information, please see the MSU Denver Curriculum site: msudenver.edu/curriculum/

Deadline: Friday, September 04, 2026
Category: Promotion to Full Professor
Event/Action: List of Faculty Applying for Tenure-and-Promotion from Department Chair to Dean
From: Department Chair
To: Dean
Details: The Office of Faculty Affairs will collect forms and communicate with Department Chairs and Deans to ensure alignment on "final" list.

Deadline: Friday, September 04, 2026
Category: Roadrunner Faculty Academy
Event/Action: Roadrunner Faculty Academy - In-Person Session 2
From:
To:
Details: The Roadrunner Faculty Academy is a year-long professional development program for first-year tenure-track faculty members. For additional information, please see msudenver.edu/teaching-learning-design/programs/roadrunner-faculty-academy/

Deadline: Friday, September 04, 2026
Category: Tenure and Promotion to Associate Professor
Event/Action: List of Faculty Applying for Promotion from Department Chair to Dean
From: Department Chair
To: Dean
Details: The Office of Faculty Affairs will collect forms and communicate with Department Chairs and Deans to ensure alignment on "final" list.

Deadline: Friday, September 04, 2026
Category: Year 2 Tenure-Track Faculty Retention
Event/Action: Year 2 Retention Portfolio Submission from Faculty
From: Faculty
To: Department Chair

Details:

Deadline: Thursday, September 10, 2026
Category: Board of Trustees
Event/Action: Board of Trustees Committee Meetings
From:
To:
Details: For details, visit msudenver.edu/trustees/boardmeetings

Deadline: Friday, September 11, 2026
Category: Board of Trustees
Event/Action: Board of Trustees Executive Session and Full Board Meeting
From:
To:
Details: For details, visit msudenver.edu/trustees/boardmeetings

Deadline: Friday, September 11, 2026
Category: Curriculum/Catalog
Event/Action: Curriculum Proposals Modifying Undergraduate/Graduate Catalogs for AY2627 from Originator to Curriculum Committee
From: Originator
To: Curriculum Committee
Details: For additional information, please see the MSU Denver Curriculum site: msudenver.edu/curriculum/

Deadline: Friday, September 11, 2026
Category: Curriculum/Catalog
Event/Action: Omnibus/Individual VT/Non-Substantive Change Proposals for Spring 2027. Semester from Final Signatory (Department Curriculum Committee, Department Chair, or Associate Dean) to Registrar
From: Final Signatory (Department Curriculum Committee, Department Chair, or Associate Dean)
To: Registrar
Details: For additional information, please see the MSU Denver Curriculum site: msudenver.edu/curriculum/

Deadline: Friday, September 11, 2026
Category: Promotion to Full Professor
Event/Action: List of Faculty Applying for Promotion from Dean to Office of Faculty Affairs
From: Dean
To: Office of Faculty Affairs
Details: The Office of Faculty Affairs will collect forms and communicate with Department Chairs and Deans to ensure alignment on "final" list.

Deadline: Friday, September 11, 2026
Category: Provost Minigrant
Event/Action: Provost Minigrant Applications for Spring Semester from Faculty (via Watermark)
From: Faculty
To:
Details: For more information visit msudenver.edu/faculty-affairs/provostminigrant

Deadline: Friday, September 11, 2026
Category: Related Fields and Rank Upon Appointment
Event/Action: Changes to Related Fields Minimum Requirements for Rank Upon Appointment from Department Chair to Dean
From: Faculty
To:
Details: For more information visit msudenver.edu/faculty-affairs/provostminigrant

Deadline: Friday, September 11, 2026
Category: Sabbatical Leave

Event/Action: Sabbatical Leave Application for Next Academic Year from Faculty to Department Chair
From: Faculty
To: Department Chair
Details: For additional information on the sabbatical leave application process, visit msudenver.edu/faculty-affairs/faculty-sabbaticals/

Deadline: Friday, September 11, 2026
Category: Tenure and Promotion to Associate Professor
Event/Action: List of Faculty Applying for Tenure-and-Promotion from Dean to Office of Faculty Affairs
From: Dean
To: Office of Faculty Affairs
Details: The Office of Faculty Affairs will collect forms and communicate with Department Chairs and Deans to ensure alignment on "final" list.

Deadline: Friday, September 11, 2026
Category: Workshops
Event/Action: Watermark Training Workshop (Reviewers)
From: Office of Faculty Affairs
To: Faculty
Details: This workshop will take place on Teams. To RSVP, please see https://forms.office.com/pages/responsepage.aspx?id=pJwwAzMXUqnPPGMyEEyXOL4TXwwlcNNqw5scN_VGhUQ0RHRFNXV0M3TDBUNDZWVkhMOFgxVExTRCQIQCN0PWcu&route=shorturl

Deadline: Friday, September 11, 2026
Category: Workshops
Event/Action: Watermark User Training: Reviewers
From: Office of Faculty Affairs
To: Faculty
Details: This workshop will take place on Teams. This workshop will take place on Teams. To RSVP, please see https://forms.office.com/pages/responsepage.aspxid=pJwwAzMXUqnPPGMyEEyXOL4TXwwlcNNqw5scN_VGhUQ0RHRFNXV0M3TDBUNDZWVkhMOFgxVExTRCQIQCN0PWcu&route=shorturl

Deadline: Friday, September 11, 2026
Category: Year 4 Tenure-Track Faculty Retention
Event/Action: Year 4 Retention Portfolio from Faculty to Department Chair
From: Faculty
To: Department Chair
Details:

Deadline: Friday, September 18, 2026
Category: Faculty Employment Handbook
Event/Action: Notification of Proposals to Change FEH from University community (Form 1)
From: Sponsor
To: FEH Committee and Office of Faculty Affairs
Details: Detailed process and forms available at msudenver.edu/faculty-affairs/faculty-employment-handbook

Deadline: Friday, September 18, 2026
Category: Roadrunner Faculty Academy
Event/Action: Roadrunner Faculty Academy - In-Person Session 3
From:
To:
Details: The Roadrunner Faculty Academy is a year-long professional development program for first-year tenure-track faculty members. For additional information, please see msudenver.edu/teaching-learning-design/programs/roadrunner-faculty-academy/

Deadline: Friday, September 18, 2026
Category: Sabbatical Leave
Event/Action: Sabbatical Leave Recommendation from Department Chair to Faculty and Dean

From: Department Chair
To: Faculty and Dean
Details: For additional information on the sabbatical leave application process, visit msudenver.edu/faculty-affairs/faculty-sabbaticals/

Deadline: Friday, September 18, 2026
Category: Tenure and Promotion to Associate Professor
Event/Action: Tenure and Promotion Portfolio from Faculty to Department RTP Committee
From: Faculty
To: Department RTP Committee
Details:

Deadline: Friday, September 25, 2026
Category: Faculty Employment Handbook
Event/Action: Notification of Proposals to Change FEH that will move forward
From: FEH Committee and Office of Faculty Affairs
To: Sponsor
Details: Detailed process and forms available at msudenver.edu/faculty-affairs/faculty-employment-handbook

Deadline: Friday, September 25, 2026
Category: Leave Without Pay
Event/Action: Leave Without Pay Decision for Previous Academic Year from Faculty to Department Chair and Dean
From: Faculty
To: Department Chair and Dean
Details: A faculty member on leave for one or more semesters in an academic year can choose whether to have that academic year counted towards tenure, promotion, or PTR

Deadline: Friday, September 25, 2026
Category: Outside Employment Agreement/Conflict of Interest Disclosure
Event/Action: Outside Employment Agreement/Conflict of Interest Disclosure for Fall Semester from Faculty to Chair and Office of Faculty Affairs
From: Faculty
To: Department Chair and Office of Faculty Affairs
Details: For more information and the form see the "Conflict of Interest" area at msudenver.edu/faculty-affairs/faculty-forms/

Deadline: Friday, September 25, 2026
Category: Provost Minigrant
Event/Action: Provost Minigrant Application for Spring Semester Approval from Chair (via Watermark)
From: Department Chair
To:
Details: For more information visit msudenver.edu/faculty-affairs/provostminigrant

Deadline: Friday, September 25, 2026
Category: Related Fields and Minimum Requirements for Rank Upon Appointment
Event/Action: Changes to Related Fields and Minimum Requirements for Rank Upon Appointment from Dean to Office of Faculty Affairs
From: Dean
To: Office of Faculty Affairs
Details: These dates apply only if changes are being made to a Department's "Related Fields" or "Minimum Requirements for Rank upon Appointment" documents. See the "Faculty Hiring Info" section on msudenver.edu/faculty-affairs/faculty-forms/ for additional info.

Deadline: Friday, September 25, 2026
Category: Roadrunner Faculty Academy
Event/Action: Roadrunner Faculty Academy - In-Person Session 4
From:
To:

Details: The Roadrunner Faculty Academy is a year-long professional development program for first-year tenure-track faculty members. For additional information, please see msudenver.edu/teaching-learning-design/programs/roadrunner-faculty-academy/

Deadline: Friday, September 25, 2026
Category: Sabbatical Leave
Event/Action: Sabbatical Leave Appeal of Department Chair Decision from Faculty to Dean
From: Faculty
To: Dean
Details: The faculty member has the option of uploading a written response to Watermark within seven (7) calendar days

Deadline: Friday, September 25, 2026
Category: Year 2 Tenure-Track Faculty Retention
Event/Action: Year 2 Retention Recommendation from Department Chair to Faculty and Dean
From: Department Chair
To: Faculty and Dean
Details:

Deadline: Friday, September 25, 2026
Category: Year 4 Tenure-Track Faculty Retention
Event/Action: Year 4 Retention Recommendation from Department Chair to Faculty and Dean
From: Department Chair
To: Faculty and Dean
Details:

Deadline: Friday, October 2, 2026
Category: Workshops
Event/Action: Promotion to Full Professor Portfolio Preparation Workshop (via Teams)
From: Office of Faculty Affairs
To: Faculty
Details: This workshop will take place on Teams. To RSVP, please see https://forms.office.com/pages/responsepage.aspx?id=pJwwAzMXUqnPPGMyEEyXOL4TXwwlcNNqw5scN_VGhUQ0RHRFNXV0M3TDBUNDZWVkhMOFgxVExTRCQIQCN0PWcu&route=shorturl

Deadline: Friday, October 02, 2026
Category: Year 2 Tenure-Track Faculty Retention
Event/Action: Year 2 Retention Appeal of Department Chair Decision from Faculty to Dean
From: Faculty
To: Dean
Details: The faculty member has the option of uploading a written response to Watermark within seven (7) calendar days

Deadline: Friday, October 02, 2026
Category: Year 4 Tenure-Track Faculty Retention
Event/Action: Year 4 Retention Appeal of Department Chair Decision from Faculty to Dean
From: Faculty
To: Dean
Details: The faculty member has the option of uploading a written response to Watermark within seven (7) calendar days

Deadline: Friday, October 09, 2026
Category: Leave Without Pay
Event/Action: Leave Without Pay Application for Spring Semester from Faculty to Department Chair
From: Faculty
To: Department Chair
Details: Please refer to the Policy Library: msudenver.edu/policylibrary The "Application for Leave Without Pay" form is available at msudenver.edu/hr/forms

Deadline: Friday, October 09, 2026
Category: Leave Without Pay

Event/Action: Leave Without Pay Decision for Previous Academic Year from Dean to Office of Faculty Affairs
From: Dean
To: Office of Faculty Affairs
Details: Dean approves/disapproves faculty request to have Leave Without Pay counted towards tenure, promotion, or PTR

Deadline: Friday, October 09, 2026
Category: Provost Minigrant
Event/Action: Provost Minigrant Application for Spring Semester Approval from Dean (via Watermark)
From: Dean
To:
Details: For more information visit msudenver.edu/faculty-affairs/provostminigrant

Deadline: Friday, October 09, 2026
Category: Roadrunner Faculty Academy
Event/Action: Roadrunner Faculty Academy - In-Person Session 5
From:
To:
Details: The Roadrunner Faculty Academy is a year-long professional development program for first-year tenure-track faculty members. For additional information, please see msudenver.edu/teaching-learning-design/programs/roadrunner-faculty-academy/

Deadline: Friday, October 9, 2026
Category: Workshops
Event/Action: Year 3 Portfolio Preparation Workshop (via Teams)
From: Office of Faculty Affairs
To: Faculty
Details: This workshop will take place on Teams. To RSVP, please see https://forms.office.com/pages/responsepage.aspx?id=pJwwAzMXUqnPPGMyEEyXOL4TXwwlcNNqw5scN_VGhUQ0RHRFNXV0M3TDBUNDZWVkhMOFgxVExTRCQIQCN0PWcu&route=shorturl

Deadline: Friday, October 09, 2026
Category: Tenure and Promotion to Associate Professor
Event/Action: Tenure and Promotion Recommendation from Department PTR Committee to Faculty and Department Chair
From: Department RTP Committee
To: Faculty and Department Chair
Details:

Deadline: Friday, October 09, 2026
Category: Year 2 Tenure-Track Faculty Retention
Event/Action: Year 2 Retention Recommendation from Dean to Faculty
From: Dean
To: Faculty
Details:

Deadline: Friday, October 09, 2026
Category: Year 5 Tenure-Track Faculty Retention
Event/Action: Year 5 Retention Portfolio from Faculty to Department Chair
From: Faculty
To: Department Chair
Details:

Deadline: Friday, October 16, 2026
Category: Faculty Employment Handbook
Event/Action: FEH Language Change Proposal Submissions (Form 2) from Sponsor to FEH Committee
From: Sponsor
To: FEH Committee and Office of Faculty Affairs
Details: Detailed process and forms available at msudenver.edu/faculty-affairs/faculty-employment-handbook

Deadline: Friday, October 16, 2026

Category: Leave Without Pay
Event/Action: Leave Without Pay Recommendation for Spring Semester from Department Chair to Dean
From: Department Chair
To: Dean
Details:

Deadline: Friday, October 16, 2026
Category: Provost Minigrant
Event/Action: Provost Minigrant for Spring Applicant List and Materials from Office of Faculty Affairs to Provost Minigrant Committee
From: Office of Faculty Affairs
To: Provost Minigrant Committee
Details: For more information visit msudenver.edu/faculty-affairs/provostminigrant

Deadline: Friday, October 16, 2026
Category: Sabbatical Leave
Event/Action: Sabbatical Leave Recommendation from Dean to Faculty and Faculty Senate Professional Leave Committee
From: Dean
To: Faculty and Faculty Senate Professional Leave Committee
Details: For additional information on the sabbatical leave application process, visit msudenver.edu/faculty-affairs/faculty-sabbaticals/

Deadline: Friday, October 16, 2026
Category: Tenure and Promotion to Associate Professor
Event/Action: Tenure and Promotion Appeal of Department RTP Committee Decision from Faculty to Department Chair
From: Faculty
To: Department Chair
Details: The faculty member has the option of uploading a written response to Watermark within seven (7) calendar days

Deadline: Friday, October 16, 2026
Category: Year 2 Tenure-Track Faculty Retention
Event/Action: Year 2 Retention Appeal of Dean Decision from Faculty to Dean and Office of Faculty Affairs
From: Faculty
To: Dean and Office of Faculty Affairs
Details: The faculty member has the option of uploading a written response to Watermark within seven (7) calendar days; following the appeal notification, the Office of Faculty Affairs will have five (5) business days to notify the University Appeals Committee and provide the UAC with all materials related to the faculty member's portfolio

Deadline: Friday, October 16, 2026
Category: Year 4 Tenure-Track Faculty Retention
Event/Action: Year 4 Retention Recommendation from Dean to Faculty
From: Dean
To: Faculty
Details:

Deadline: Friday, October 16, 2026
Category: Year 5 Tenure-Track Faculty Retention
Event/Action: Year 5 Retention Recommendation from Department Chair to Faculty and Dean
From: Department Chair
To: Faculty and Dean
Details:

Deadline: Monday, October 19, 2026
Category: Dean Evaluations
Event/Action: Open Dean Evaluations (date is tentative)
From: Office of Faculty Affairs
To:
Details:

Deadline: Monday, October 19, 2026
Category: Year 2 Tenure-Track Faculty Retention
Event/Action: Year 2 Retention Decision from Office of Faculty Affairs to HR and Academic Affairs Budget Manager
From: Office of Faculty Affairs
To: Human Resources and Academic Affairs Budget Manager
Details:

Deadline: Friday, October 23, 2026
Category: Retirement/Transitional Retirement
Event/Action: Faculty Retirement Informational Workshop (for Fall)
From: Office of Faculty Affairs and Human Resources
To:
Details: This workshop will take place on Teams. To RSVP, use this form: <https://forms.office.com/r/p8Hh0pNqRW>

Deadline: Friday, October 23, 2026
Category: Roadrunner Faculty Academy
Event/Action: Roadrunner Faculty Academy - In-Person Session 6
From:
To:
Details: The Roadrunner Faculty Academy is a year-long professional development program for first-year tenure-track faculty members. For additional information, please see msudenver.edu/teaching-learning-design/programs/roadrunner-faculty-academy/

Deadline: Friday, October 23, 2026
Category: Sabbatical Leave
Event/Action: Sabbatical Leave Appeal from Faculty to Faculty Senate Professional Leave Committee
From: Faculty
To: Faculty Senate Professional Leave Committee
Details: The faculty member has the option of uploading a written response to Watermark within seven (7) calendar days

Deadline: Friday, October 23, 2026
Category: Year 4 Tenure-Track Faculty Retention
Event/Action: Year 4 Retention Appeal of Dean Decision from Faculty to Dean and Office of Faculty Affairs
From: Faculty
To: Dean and Office of Faculty Affairs
Details: The faculty member has the option of uploading a written response to Watermark within seven (7) calendar days; following the appeal notification, the Office of Faculty Affairs will have five (5) business days to notify the University Appeals Committee and provide the UAC with all materials related to the faculty member's portfolio

Deadline: Friday, October 23, 2026
Category: Year 5 Tenure-Track Faculty Retention
Event/Action: Year 5 Retention Appeal of Department Chair Decision from Faculty to Dean
From: Faculty
To: Dean
Details: The faculty member has the option of uploading a written response to Watermark within seven (7) calendar days

Deadline: Friday, October 30, 2026
Category: Credit Towards Tenure/Tenure Upon Appointment
Event/Action: Credit Toward Earning Regular Tenure Recommendations for Faculty Who Started in Fall Semester from Dean to Office of Faculty Affairs
From: Dean
To: Office of Faculty Affairs
Details: Dean provides list of faculty who started in Fall semester who are receiving credit towards tenure

Deadline: Friday, October 30, 2026
Category: Leave Without Pay
Event/Action: Leave Without Pay Recommendation for Spring Semester from Dean to Faculty and Office of Faculty Affairs
From: Dean

To: Faculty and Office of Faculty Affairs
Details:

Deadline: Friday, October 30, 2026
Category: Year 4 Tenure-Track Faculty Retention
Event/Action: Year 4 Retention Decision from Office of Faculty Affairs to HR and Academic Affairs Budget Manager
From: Office of Faculty Affairs
To: Human Resources and Academic Affairs Budget Manager
Details:

Deadline: Wednesday, November 04, 2026 (TBD)
Category: Board of Trustees
Event/Action: Board of Trustees Joint Retreat Day 1 (with Foundation & Alumni Boards)
From:
To:
Details: For details, visit msudenver.edu/trustees/boardmeetings

Deadline: Thursday, November 05, 2026 (TBD)
Category: Board of Trustees
Event/Action: Board of Trustees Joint Retreat Day 2 (with Foundation & Alumni Boards)
From:
To:
Details: For details, visit msudenver.edu/trustees/boardmeeting

Deadline: Friday, November 06, 2026
Category: Curriculum/Catalog
Event/Action: Final Deadline for Late Add of Omnibus/Individual VT/Non-Substantive Changes to Upcoming Spring 2027 Schedule from Originator to Department Curriculum Committee, Department Chair, and Associate Dean for Simultaneous Review
From: Originator
To: Department Curriculum Committee, Department Chair, and Associate Dean for Simultaneous Review
Details: For additional information, please see the MSU Denver Curriculum site: msudenver.edu/curriculum/

Deadline: Friday, November 06, 2026
Category: Dean Evaluations
Event/Action: Close Dean Evaluations (date is tentative)
From: Office of Faculty Affairs
To:
Details: Dean evaluations occur every other year. They are scheduled to occur in Fall 2026.

Deadline: Friday, November 06, 2026
Category: Promotion to Full Professor
Event/Action: Promotion Portfolios from Faculty to Department RTP Committee
From: Faculty
To: Department RTP Committee
Details:

Deadline: Friday, November 06, 2026
Category: Roadrunner Faculty Academy
Event/Action: Roadrunner Faculty Academy - In-Person Session 7
From:
To:
Details: The Roadrunner Faculty Academy is a year-long professional development program for first-year tenure-track faculty members. For additional information, please see msudenver.edu/teaching-learning-design/programs/roadrunner-faculty-academy/

Deadline: Friday, November 06, 2026
Category: Tenure and Promotion to Associate Professor

Event/Action: Tenure and Promotion Recommendation from Department Chair to Faculty and School/College RTP Committee
From: Department Chair
To: Faculty and School/College RTP Committee
Details:

Deadline: Friday, November 06, 2026
Category: Year 5 Tenure-Track Faculty Retention
Event/Action: Year 5 Retention Recommendation from Dean to Faculty
From: Dean
To: Faculty
Details:

Deadline: Friday, November 13, 2026
Category: Curriculum/Catalog
Event/Action: Final Deadline for Late Add of Omnibus/Individual VT/Non-Substantive Changes to Upcoming Spring 2027 Schedule from Final Signatory (Department Curriculum Committee, Department Chair, or Associate Dean) to Registrar
From: Final Signatory (Department Curriculum Committee, Department Chair, or Associate Dean)
To: Registrar
Details: For additional information, please see the MSU Denver Curriculum site: msudenver.edu/curriculum/

Deadline: Friday, November 13, 2026
Category: Faculty Employment Handbook
Event/Action: FEH Committee selects liaisons and informs sponsor
From: Sponsor
To: FEH Committee and Office of Faculty Affairs
Details: Detailed process and forms available at msudenver.edu/faculty-affairs/faculty-employment-handbook

Deadline: Friday, November 13, 2026
Category: Provost Minigrant
Event/Action: Provost Minigrant Recommendation for Spring Semester from Provost Minigrant Committee to Office of Faculty Affairs
From: Provost Minigrant Committee
To: Office of Faculty Affairs
Details: For more information visit msudenver.edu/faculty-affairs/provostminigrant

Deadline: Friday, November 13, 2026
Category: Tenure and Promotion to Associate Professor
Event/Action: Tenure and Promotion Appeal of Department Chair Decision from Faculty to School/College RTP Committee
From: Faculty
To: School/College RTP Committee
Details:

Deadline: Friday, November 13, 2026
Category: Year 3 Tenure-Track Faculty Retention
Event/Action: Year 3 Retention Portfolio from Faculty to Department RTP Committee
From: Faculty
To: Department RTP Committee
Details:

Deadline: Friday, November 13, 2026
Category: Year 5 Tenure-Track Faculty Retention
Event/Action: Year 5 Retention Appeal of Dean Decision from Faculty to Dean and Office of Faculty Affairs
From: Faculty
To: Dean and Office of Faculty Affairs
Details: The faculty member has the option of uploading a written response to Watermark within seven (7) calendar days; following the appeal notification, the Office of Faculty Affairs will have five (5) business days to notify the University Appeals Committee and provide the UAC with all materials related to the faculty member's portfolio

Deadline: Tuesday, November 17, 2026
Category: Year 2 Tenure-Track Faculty Retention
Event/Action: Year 2 Retention Appeal Recommendation from University Appeals Committee to Provost
From: University Appeals Committee
To: Provost
Details: The University Appeals Committee will have 20 business days to complete their review of the portfolio and submit their recommendation to the Provost

Deadline: Friday, November 20, 2026
Category: Promotion to Full Professor
Event/Action: Promotion Recommendations from Department RTP Committee to Faculty and Department Chair
From: Department RTP Committee
To: Faculty and Department Chair
Details:

Deadline: Friday, November 20, 2026
Category: Year 4 Tenure-Track Faculty Retention
Event/Action: Year 4 Retention Appeal Recommendation from University Appeals Committee to Provost
From: University Appeals Committee
To: Provost
Details: The University Appeals Committee will have 20 business days to complete their review of the portfolio and submit their recommendation to the Provost

Deadline: Friday, November 20, 2026
Category: Year 5 Tenure-Track Faculty Retention
Event/Action: Year 5 Retention Decision from Office of Faculty Affairs to HR and Academic Affairs Budget Manager
From: Office of Faculty Affairs
To: Human Resources and Academic Affairs Budget Manager
Details:

Deadline: Friday, November 27, 2026
Category: Curriculum/Catalog
Event/Action: Curriculum Proposals Modifying Undergraduate/Graduate Catalogs for AY2627
From: Curriculum Committee
To: Director of Curriculum and Catalog
Details: For additional information, please see the MSU Denver Curriculum site: msudenver.edu/curriculum/

Deadline: Friday, December 04, 2026
Category: Curriculum/Catalog
Event/Action: Non-Curricular Catalog Updates for AY2627
From:
To: Director of Curriculum and Catalog
Details: For additional information, please see the MSU Denver Curriculum site: msudenver.edu/curriculum/

Deadline: Friday, December 04, 2026
Category: Department Evaluation Guidelines
Event/Action: Department Evaluation Guidelines Changes from Department Chair to Dean
From: Department Chair
To: Dean
Details: When submitting changes to their Dean, the Department Chair should use the "Department Evaluation Guidelines Revision Form" available at msudenver.edu/faculty-affairs/department-guidelines/. This form is only necessary if changes are being proposed.

Deadline: Friday, December 04, 2026
Category: Faculty Employment Handbook
Event/Action: FEH Committee and Constituent Initial Feedback to Sponsor

From: FEH Committee and Office of Faculty Affairs
To: Sponsor
Details: Detailed process and forms available at msudenver.edu/faculty-affairs/faculty-employment-handbook

Deadline: Friday, December 04, 2026
Category: Program Fees
Event/Action: Proposed New Program Fees and Changes to Existing Fees for Next Fall Semester from Department Chair to Dean
From: Department Chair
To: Dean
Details: Written proposals including documentation of student feedback

Deadline: Friday, December 04, 2026
Category: Promotion to Full Professor
Event/Action: Promotion Appeal of Department RTP Committee Decision from Faculty to Department Chair
From: Faculty
To: Department Chair
Details: The faculty member has the option of uploading a written response to Watermark within seven (7) calendar days

Deadline: Friday, December 04, 2026
Category: Provost Minigrant
Event/Action: Provost Minigrant Decision for Spring Semester from Office of Faculty Affairs to Faculty
From: Office of Faculty Affairs
To: Faculty
Details: For more information visit msudenver.edu/faculty-affairs/provostminigrant

Deadline: Friday, December 04, 2026
Category: Roadrunner Faculty Academy
Event/Action: Roadrunner Faculty Academy - In-Person Session 8
From:
To:
Details: The Roadrunner Faculty Academy is a year-long professional development program for first-year tenure-track faculty members. For additional information, please see msudenver.edu/teaching-learning-design/programs/roadrunner-faculty-academy/

Deadline: Friday, December 04, 2026
Category: Workshops
Event/Action: Post-Tenure Review (PTR) Portfolio Preparation Workshop
From: Office of Faculty Affairs
To:
Details: This workshop will take place on Teams. To RSVP, please see the "RTP/PTR/Sabbatical Workshops" area of the Office of Faculty Affairs "Faculty Review Processes" page: msudenver.edu/faculty-affairs/faculty-review-processes/

Deadline: Friday, December 04, 2026
Category: Year 3 Tenure-Track Faculty Retention
Event/Action: Year 3 Retention Recommendation from Department RTP Committee to Faculty and Department Chair
From: Department RTP Committee
To: Faculty and Department Chair
Details:

Deadline: Friday, December 10, 2026
Category: Commencement
Event/Action: Fall Commencement
From:
To:
Details: For details, visit msudenver.edu/commencement

Deadline: Friday, December 11, 2026
Category: Promotion to Full Professor

Event/Action: Promotion Recommendations from Department Chair to Faculty and School/College RTP Committee
From: Department Chair
To: Faculty and School/College RTP Committee
Details:

Deadline: Friday, December 11, 2026
Category: Sabbatical Leave
Event/Action: Sabbatical Leave Recommendation from Faculty Senate Professional Leave Committee to Provost
From: Faculty Senate Professional Leave Committee
To: Provost
Details: For additional information on the sabbatical leave application process, visit msudenver.edu/faculty-affairs/faculty-sabbaticals/

Deadline: Friday, December 11, 2026
Category: Tenure and Promotion to Associate Professor
Event/Action: Tenure and Promotion Recommendation from School/College RTP Committee to Faculty and Dean
From: School/College RTP Committee
To: Faculty and Dean
Details:

Deadline: Friday, December 11, 2026
Category: Year 3 Tenure-Track Faculty Retention
Event/Action: Year 3 Retention Appeal of Department RTP Committee Decision from Faculty to Department Chair
From: Faculty
To: Department Chair
Details: The faculty member has the option of uploading a written response to Watermark within seven (7) calendar days

Deadline: Monday, December 14, 2026
Category: Year 5 Tenure-Track Faculty Retention
Event/Action: Year 5 Retention Appeal Recommendation from University Appeals Committee to Provost
From: University Appeals Committee
To: Provost
Details: The University Appeals Committee will have 20 business days to complete their review of the portfolio and submit their recommendation to the Provost

Deadline: Thursday, December 17, 2026
Category: Grades
Event/Action: Fall Semester Grades Due by 12pm
From: Faculty
To:
Details:

Deadline: Friday, December 18, 2026
Category: Promotion to Full Professor
Event/Action: Promotion Appeal of Department Chair Decision from Faculty to School/College RTP Committee
From: Faculty
To: School/College RTP Committee
Details: The faculty member has the option of uploading a written response to Watermark within seven (7) calendar days

Deadline: Friday, December 18, 2026
Category: Sabbatical Leave
Event/Action: Sabbatical Leave Appeal from Faculty to Provost
From: Faculty
To: Provost
Details: The faculty member has the option of uploading a written response to Watermark within seven (7) calendar days

Deadline: Friday, December 18, 2026

Category: Tenure and Promotion to Associate Professor
Event/Action: Tenure and Promotion Appeal of School/College RTP Committee Decision from Faculty to Dean
From: Faculty
To: Dean
Details:

Deadline: Friday, December 18, 2026
Category: Year 2 Tenure-Track Faculty Retention
Event/Action: Year 2 Retention Appeal Final Decision from Provost to Faculty
From: Provost and Office of Faculty Affairs
To: Faculty (and Human Resources and Academic Affairs Budget Manager should appeal be upheld)
Details: The Provost will have 20 business days to complete their review of the portfolio and make their decision

Deadline: Friday, December 18, 2026
Category: Year 3 Tenure-Track Faculty Retention
Event/Action: Year 3 Retention Recommendation from Department Chair to Faculty and School/College RTP Committee
From: Department Chair
To: Faculty and School/College RTP Committee
Details:

Deadline: Friday, December 18, 2026
Category: Year 4 Tenure-Track Faculty Retention
Event/Action: Year 4 Retention Appeal Final Decision from Provost to Faculty
From: Provost and Office of Faculty Affairs
To: Faculty (and Human Resources and Academic Affairs Budget Manager should appeal be upheld)
Details: The Provost will have 20 business days to complete their review of the portfolio and make their decision

Deadline: Friday, January 08, 2027
Category: Affiliate New Faculty Orientation (Remote)
Event/Action:
From: Center for Teaching, Learning, and Design
To:
Details: To RSVP, please see the Center for Teaching, Learning, and Design "Calendar of Events" at msudenver.edu/teaching-learning-design/events

Deadline: Friday, January 08, 2027
Category: Curriculum/Catalog
Event/Action: Curriculum Proposals Modifying Undergraduate/Graduate Catalogs for AY2627
From: Director of Curriculum and Catalog
To: Registrar
Details: For additional information, please see the MSU Denver Curriculum site: msudenver.edu/curriculum/

Deadline: Monday, January 11, 2027
Category: Workshops
Event/Action: Day 1 - Roadrunner Instructor Training for Spring
From: Center for Teaching, Learning, and Design
To:
Details: Day 1 held in-person. To RSVP, please see the Center for Teaching, Learning, and Design "Calendar of Events" at msudenver.edu/teaching-learning-design/events

Deadline: Tuesday, January 12, 2027
Category: Workshops
Event/Action: Day 2 - Roadrunner Instructor Training for Spring
From: Center for Teaching, Learning, and Design
To:
Details: Day 2 held remotely. To RSVP, please see the Center for Teaching, Learning, and Design "Calendar of Events" at msudenver.edu/teaching-learning-design/events

Deadline: Monday, January 18, 2027
Category: Curriculum/Catalog
Event/Action: Omnibus/Individual VT/Non-Substantive Change Proposals for Summer 2027 Semester from Originator to Department Curriculum Committee, Department Chair, and Associate Dean for Simultaneous Review
From: Originator
To: Department Curriculum Committee, Department Chair, and Associate Dean for Simultaneous Review
Details: For additional information, please see the MSU Denver Curriculum site: msudenver.edu/curriculum/

Deadline: Tuesday, January 19, 2027
Category: Faculty Senate
Event/Action: Notification of New Faculty Senators for Next Academic Year Needed from Departments
From: Faculty Senate President
To: Department Chair
Details:

Deadline: Friday, January 22, 2027
Category: Program Fees
Event/Action: Proposed New Program Fees and Changes to Existing Fees for Next Fall Semester from Dean to AVP for Curriculum and Policy Development
From: Dean
To: AVP for Curriculum and Policy Development
Details: Written proposals including documentation of student feedback

Deadline: Friday, January 22, 2027
Category: Retirement/Transitional Retirement
Event/Action: Transitional Retirement Application Submission from Faculty to Department Chair
From: Faculty
To: Department Chair
Details: Please refer to Chapter VIII of the Faculty Employment Handbook. The "Transitional Retirement Program Application and Agreement" is available on the Human Resources website.

Deadline: Friday, January 22, 2027
Category: Roadrunner Faculty Academy
Event/Action: Roadrunner Faculty Academy - In-Person Session 9
From:
To:
Details: The Roadrunner Faculty Academy is a year-long professional development program for first-year tenure-track faculty members. For additional information, please see msudenver.edu/teaching-learning-design/programs/roadrunner-faculty-academy/

Deadline: Friday, January 22, 2027
Category: Sabbatical Leave
Event/Action: Sabbatical Leave Decision from Provost to Faculty
From: Provost
To: Faculty
Details: For additional information on the sabbatical leave application process, visit msudenver.edu/faculty-affairs/faculty-sabbaticals/

Deadline: Friday, January 22, 2027
Category: Tenure and Promotion to Associate Professor
Event/Action: Tenure and Promotion Recommendation from Dean to Faculty and Faculty Senate RTP Committee
From: Dean
To: Faculty and Faculty Senate RTP Committee
Details:

Deadline: Friday, January 22, 2027
Category: Workshops
Event/Action: Watermark User Training (Faculty)
From: Office of Faculty Affairs
To: Faculty

Details: Watermark user training for the spring. This workshop will take place on Teams. To RSVP, please see https://forms.office.com/pages/responsepage.aspx?id=pjwwAzMXUqnPPGMyEEyXOL4TXwwlcNNqw5scN_VGhUQ0RHRFNxV0M3TDBUNDZWVkhMOFgxVExTRCQlQCN0PWcu&route=shorturl

Deadline: Friday, January 22, 2027
Category: Year 3 Tenure-Track Faculty Retention
Event/Action: Year 3 Retention Appeal of Department Chair Decision from Faculty to School/College RTP Committee
From: Faculty
To: School/College RTP Committee
Details: The faculty member has the option of uploading a written response to Watermark within seven (7) calendar days

Deadline: Friday, January 22, 2027
Category: Year 5 Tenure-Track Faculty Retention
Event/Action: Year 5 Retention Appeal Final Decision from Provost to Faculty
From: Provost and Office of Faculty Affairs
To: Faculty (and Human Resources and Academic Affairs Budget Manager should appeal be upheld)
Details: The Provost will have 20 business days to complete their review of the portfolio and make their decision

Deadline: Monday, January 25, 2027
Category: Curriculum/Catalog
Event/Action: Omnibus/Individual VT/Non-Substantive Change Proposals for Summer 2027 Semester from Final Signatory (Department Curriculum Committee, Department Chair, or Associate Dean) to Registrar
From: Final Signatory (Department Curriculum Committee, Department Chair, or Associate Dean)
To: Registrar
Details: For additional information, please see the MSU Denver Curriculum site: msudenver.edu/curriculum/

Deadline: Thursday, January 28, 2027
Category: Board of Trustees
Event/Action: Board of Trustees Committee Meetings
From:
To:
Details: For details, visit msudenver.edu/trustees/boardmeetings

Deadline: Friday, January 29, 2027
Category: Board of Trustees
Event/Action: Board of Trustees Executive Session and Full Board Meeting
From:
To:
Details: For details, visit msudenver.edu/trustees/boardmeetings

Deadline: Friday, January 29, 2027
Category: Curriculum/Catalog
Event/Action: Deadline for Omnibus/Individual VT/Non-Substantive Changes to Fall 2027 Schedule from Originator to Department Curriculum Committee, Department Chair, and Associate Dean for Simultaneous Review
From: Originator
To: Department Curriculum Committee, Department Chair, and Associate Dean for Simultaneous Review
Details: For additional information, please see the MSU Denver Curriculum site: msudenver.edu/curriculum/

Deadline: Friday, January 29, 2027
Category: Outside Employment Agreement/Conflict of Interest Disclosure
Event/Action: Outside Employment Agreement/Conflict of Interest Disclosure for Spring Semester from Faculty to Dean and Office of Faculty Affairs
From: Faculty
To: Department Chair and Office of Faculty Affairs
Details: For more information and the form see the "Conflict of Interest" area at msudenver.edu/faculty-affairs/faculty-forms/

Deadline: Friday, January 29, 2027
Category: Post-Tenure Review (PTR)
Event/Action: Post-Tenure Review (PTR) Portfolios from Faculty to Department PTR Committee
From: Faculty
To: Department PTR Committee
Details:

Deadline: Friday, January 29, 2027
Category: Program Fees
Event/Action: Proposed New Program Fees and Changes to Existing Fees for Next Fall Semester
From: AVP for Curriculum and Policy Development
To: Student Fee Review Panel
Details: Written proposals including documentation of student feedback

Deadline: Friday, January 29, 2027
Category: Provost Minigrant
Event/Action: Provost Minigrant Post-Award Report for Fall Semester from Faculty to Office of Faculty Affairs
From: Faculty
To: Office of Faculty Affairs
Details: For more information visit msudenver.edu/faculty-affairs/provostminigrant

Deadline: Friday, January 29, 2027
Category: Reassigned Time
Event/Action: Reassigned Time Report for Fall Semester-Only Reassigned Time
From: Faculty
To: Reassigned Time Evaluator
Details: Submit in Watermark

Deadline: Friday, January 29, 2027
Category: Retirement/Transitional Retirement
Event/Action: Transitional Retirement Recommendations from Chair to Dean
From: Department Chair
To: Dean
Details: Please refer to Chapter VIII of the Faculty Employment Handbook. The "Transitional Retirement Program Application and Agreement" is available on the Human Resources website.

Deadline: Friday, January 29, 2027
Category: Tenure and Promotion to Associate Professor
Event/Action: Tenure and Promotion Appeal of Dean Decision from Faculty to Faculty Senate RTP Committee
From: Faculty
To: Faculty Senate RTP Committee
Details:

Deadline: Friday, January 29, 2027
Category: Tenure Upon Appointment
Event/Action: Dossiers for Tenure-Upon-Appointment for Faculty and Administrators Who Started During Current Academic Year from Dean to Office of Faculty Affairs
From: Dean
To: Office of Faculty Affairs
Details: Completed dossiers for tenure-upon-appointment sent to Office of Faculty Affairs by Dean; following review and approval by Provost, dossiers and recommendations are sent to President for review; should President support, the Board of Trustees makes final decision. See Faculty Employment Handbook for additional information.

Deadline: Friday, January 29, 2027
Category: Year 1 Tenure-Track Faculty Retention
Event/Action: Year 1 Retention Portfolio from Faculty to Department Chair
From: Faculty
To: Department Chair
Details:

Deadline: Friday, January 29, 2027
Category: Year 3 Tenure-Track Faculty Retention
Event/Action: Year 3 Retention Recommendation from School/College RTP Committee to Faculty and Dean
From: School/College RTP Committee
To: Faculty and Dean
Details:

Deadline: Friday, February 05, 2027
Category: Administrator/Chair Return to Faculty Reassigned Time
Event/Action: Administrator/Chair Return to Faculty - Request for Reassigned Time
From: Administrator
To: Department Chair
Details:

Deadline: Friday, February 05, 2027
Category: Curriculum/Catalog
Event/Action: Omnibus/Individual VT/Non-Substantive Change Proposals for Fall 2027 Semester from Final Signatory (Department Curriculum Committee, Department Chair, or Associate Dean) to Registrar
From: Final Signatory (Department Curriculum Committee, Department Chair, or Associate Dean)
To: Registrar
Details:

Deadline: Friday, February 05, 2027
Category: Faculty Employment Handbook
Event/Action: FEH Committee and Constituent Initial Feedback to Sponsor
From: FEH Committee and Office of Faculty Affairs
To: Sponsor
Details: Detailed process and forms available at msudenver.edu/faculty-affairs/faculty-employment-handbook

Deadline: Friday, February 05, 2027
Category: Promotion to Full Professor
Event/Action: Promotion Recommendations from School/College RTP Committee to Faculty and Dean
From: School/College RTP Committee
To: Faculty and Dean
Details:

Deadline: Friday, February 05, 2027
Category: Roadrunner Faculty Academy
Event/Action: Roadrunner Faculty Academy - In-Person Session 10
From:
To:
Details: The Roadrunner Faculty Academy is a year-long professional development program for first-year tenure-track faculty members. For additional information, please see msudenver.edu/teaching-learning-design/programs/roadrunner-faculty-academy/

Deadline: Friday, February 05, 2027
Category: Year 3 Tenure-Track Faculty Retention
Event/Action: Year 3 Retention Appeal of School/College RTP Committee from Faculty to Dean
From: Faculty
To: Dean
Details: The faculty member has the option of uploading a written response to Watermark within seven (7) calendar days

Deadline: Friday, February 12, 2027
Category: Department Evaluation Guidelines
Event/Action: Department Evaluation Guidelines Changes from Dean to Provost (via Office of Faculty Affairs)
From: Dean
To: Office of Faculty Affairs

Details: Changes submitted from the Dean to the Office of Faculty Affairs should be accompanied by the "Department Evaluation Guidelines Revision Form" signed by both the Department Chair and Dean.

Deadline: Friday, February 12, 2027
Category: Faculty Senate
Event/Action: Notification of New Faculty Senators for Next Academic Year from Department Chair to Faculty Senate President
From: Department Chair
To: Faculty Senate President
Details:

Deadline: Friday, February 12, 2027
Category: Promotion to Full Professor
Event/Action: Promotion Appeal of School/College RTP Committee Decision from Faculty to Dean
From: Faculty
To: Dean
Details: The faculty member has the option of uploading a written response to Watermark within seven (7) calendar days

Deadline: Friday, February 12, 2027
Category: Provost Minigrant
Event/Action: Provost Minigrant Applications for Fall Semester from Faculty (via Watermark)
From: Faculty
To:
Details: For more information visit msudenver.edu/faculty-affairs/provostminigrant

Deadline: Friday, February 12, 2027
Category: Reassigned Time
Event/Action: Reassigned Time Evaluation for Fall Semester-Only Reassigned Time
From: Reassigned Time Evaluator
To: Faculty
Details: Submit in Watermark

Deadline: Friday, February 12, 2027
Category: Retirement/Transitional Retirement
Event/Action: Transitional Retirement Recommendations from Dean to Office of Faculty Affairs
From: Dean
To: Office of Faculty Affairs
Details: Please refer to Chapter VIII of the Faculty Employment Handbook. The "Transitional Retirement Program Application and Agreement" is available on the Human Resources website.

Deadline: Friday, February 12, 2027
Category: Sabbatical Leave
Event/Action: Sabbatical Leave Decision from Office of Faculty Affairs to HR and Academic Affairs Budget Manager
From: Office of Faculty Affairs
To: Human Resources and Academic Affairs Budget Manager
Details:

Deadline: Friday, February 12, 2027
Category: Tenure Upon Appointment
Event/Action: Provost Recommendation on Tenure-Upon-Appointment for Faculty and Administrators Who Started During Current Academic Year to President
From: Provost
To: President
Details:

Deadline: Friday, February 12, 2027
Category: Year 1 Tenure-Track Faculty Retention
Event/Action: Year 1 Retention Recommendation from Department Chair to Faculty and Dean
From: Department Chair

To: Faculty and Dean
Details:

Deadline: Friday, February 12, 2027
Category: Year 2 Tenure-Track Faculty Retention
Event/Action: Year 1 Retention Recommendation from Department Chair to Faculty and Dean
From: Department Chair
To: Faculty and Dean
Details:

Deadline: Monday, February 15, 2027
Category: Department Chair Evaluations
Event/Action: Open Department Chair Evaluations (date is tentative)
From: Office of Faculty Affairs
To:
Details:

Deadline: Friday, February 19, 2027
Category: Administrator/Chair Return to Faculty Reassigned Time
Event/Action: Administrator/Chair Return to Faculty - Request Reassigned Time from Department Chair to Dean
From: Department Chair
To: Dean
Details:

Deadline: Friday, February 19, 2027
Category: Curriculum/Catalog
Event/Action: Draft of Undergraduate/Graduate Catalog Completed for AY2728
From: Director of Curriculum and Catalog
To:
Details: For additional information, please see the MSU Denver Curriculum site: msudenver.edu/curriculum/

Deadline: Friday, February 19, 2027
Category: Faculty Employment Handbook
Event/Action: Final FEH proposal language from Sponsor to FEH Committee
From: Sponsor
To: FEH Committee
Details: Detailed process and forms available at msudenver.edu/faculty-affairs/faculty-employment-handbook. After gathering initial feedback, the sponsor will attempt to address concerns and questions from the constituent groups and will submit to the FEH Committee a "final" version of the proposal.

Deadline: Friday, February 19, 2027
Category: Leave Without Pay
Event/Action: Leave Without Pay Application for Fall Semester from Faculty to Department Chair
From: Faculty
To: Department Chair
Details: A faculty member on leave for one or more semesters in an academic year can choose whether to have that academic year counted towards tenure, promotion, or PTR

Deadline: Friday, February 19, 2027
Category: Leave Without Pay
Event/Action: Leave Without Pay Application for Next Academic Year (Full Academic Year Request) from Faculty to Department Chair
From: Faculty
To: Department Chair
Details: A faculty member on leave for one or more semesters in an academic year can choose whether to have that academic year counted towards tenure, promotion, or PTR

Deadline: Friday, February 19, 2027
Category: Post-Tenure Review (PTR)
Event/Action: Post-Tenure Review (PTR) Recommendations from Department PTR Committee to Faculty and Department Chair
From: Department PTR Committee
To: Faculty and Department Chair
Details:

Deadline: Friday, February 19, 2027
Category: Roadrunner Faculty Academy
Event/Action: Roadrunner Faculty Academy - In-Person Session 11
From:
To:
Details: The Roadrunner Faculty Academy is a year-long professional development program for first-year tenure-track faculty members. For additional information, please see msudenver.edu/teaching-learning-design/programs/roadrunner-faculty-academy/

Deadline: Friday, February 19, 2027
Category: Tenure and Promotion to Associate Professor
Event/Action: Tenure and Promotion Recommendation from Faculty Senate RTP Committee to Faculty and Provost
From: Faculty Senate RTP Committee
To: Faculty and Provost
Details:

Deadline: Friday, February 19, 2027
Category: Year 1 Tenure-Track Faculty Retention
Event/Action: Year 1 Retention Appeal of Department Chair Decision from Faculty to Dean
From: Faculty
To: Dean
Details: The faculty member has the option of uploading a written response to Watermark within seven (7) calendar days

Deadline: Friday, February 19, 2027
Category: Year 3 Tenure-Track Faculty Retention
Event/Action: Year 3 Retention Recommendation from Dean to Faculty and Faculty Senate RTP Committee
From: Dean
To: Faculty and Faculty Senate RTP Committee
Details:

Deadline: Friday, February 19, 2027
Category: Workshops
Event/Action: Lecturer/Senior Lecturer Portfolio Preparation Workshop (via Teams)
From: Office of Faculty Affairs
To: Faculty
Details: This workshop will take place on Teams. To RSVP, please see https://forms.office.com/pages/responsepage.aspx?id=pJwwAzMXUqnPPGMyEEyXOL4TXwwlcNNqw5scN_VGhUQ0RHRFNXV0M3TDBUNDZWVkhMOFgxVExTRCQIQCN0PWcu&route=shorturl

Deadline: Monday, February 22, 2027
Category: Curriculum/Catalog
Event/Action: Begin Review Process for Draft of Undergraduate/Graduate Catalog Completed for AY2728
From: Director of Curriculum and Catalog
To:
Details: For additional information, please see the MSU Denver Curriculum site: msudenver.edu/curriculum/

Deadline: Friday, February 26, 2027
Category: Leave Without Pay
Event/Action: Leave Without Pay Recommendation for Fall Semester OR for Full Academic Year from Department Chair to Dean
From: Department Chair
To: Dean
Details:

Deadline: Friday, February 26, 2027
Category: Leave Without Pay
Event/Action: Leave Without Pay Recommendation for Next Academic Year (Full Academic Year Request) from Department Chair to Dean
From: Department Chair
To: Dean
Details:

Deadline: Friday, February 26, 2027
Category: Post-Tenure Review (PTR)
Event/Action: Post-Tenure Review (PTR) Appeal of Department PTR Committee from Faculty to Department Chair
From: Faculty
To: Department Chair
Details: The faculty member has the option of uploading a written response to Watermark within seven (7) calendar days

Deadline: Friday, February 26, 2027
Category: Promotion to Full Professor
Event/Action: Promotion Recommendations from Dean to Faculty and Faculty Senate RTP Committee
From: Dean
To: Faculty and Faculty Senate RTP Committee
Details:

Deadline: Friday, February 26, 2027
Category: Provost Minigrant
Event/Action: Provost Minigrant Application for Fall Semester Approval from Chair (via Watermark)
From: Department Chair
To: Dean
Details: Please refer to Chapter VIII of the Faculty Employment Handbook. The "Transitional Retirement Program Application and Agreement" is available on the Human Resources website

Deadline: Friday, February 26, 2027
Category: Sabbatical Leave
Event/Action: Sabbatical Leave Evaluation for Sabbaticals Taken During Fall Semester from Provost to Faculty
From: Provost
To: Faculty
Details:

Deadline: Friday, February 26, 2027
Category: Tenure and Promotion to Associate Professor
Event/Action: Tenure and Promotion Appeal of Faculty Senate RTP Committee Decision from Faculty to Provost
From: Faculty
To: Provost
Details:

Deadline: Friday, February 26, 2027
Category: Year 3 Tenure-Track Faculty Retention
Event/Action: Year 3 Retention Appeal of Dean Decision from Faculty to Faculty Senate RTP Committee
From: Faculty
To: Faculty Senate RTP Committee
Details: The faculty member has the option of uploading a written response to Watermark within seven (7) calendar days

Deadline: Wednesday, March 03, 2027
Category: Curriculum/Catalog
Event/Action: End Review Process for Draft of Undergraduate/Graduate Catalog Completed for AY2728
From: Director of Curriculum and Catalog
To:
Details: For additional information, please see the MSU Denver Curriculum site: msudenver.edu/curriculum/

Deadline: Friday, March 05, 2027
Category: Administrator/Chair Return to Faculty Reassigned Time
Event/Action: Administrator/Chair Return to Faculty - Request for Reassigned Time from Dean to Faculty Senate Professional Leave Committee
From: Dean
To: Faculty Senate Professional Leave Committee
Details:

Deadline: Friday, March 05, 2027
Category: Curriculum/Catalog
Event/Action: Publish Undergraduate/Graduate Catalog for AY2728
From: Director of Curriculum and Catalog
To:
Details: For additional information, please see the MSU Denver Curriculum site: msudenver.edu/curriculum/

Deadline: Friday, March 05, 2027
Category: Department Chair Evaluations
Event/Action: Close Department Chair Evaluations (date is tentative)
From: Office of Faculty Affairs
To:
Details:

Deadline: Friday, March 05, 2027
Category: Department Evaluation Guidelines
Event/Action: Department Evaluation Guidelines feedback from Provost to Department Chair and Dean
From: Provost
To: Department Chair and Dean
Details: Following review by the Provost, the Dean and Department Chair will be provided feedback if warranted.

Deadline: Friday, March 05, 2027
Category: Leave Without Pay
Event/Action: Leave Without Pay Recommendation for Fall Semester, or Full Academic Year, from Dean to Faculty and Office of Faculty Affairs
From: Dean
To: Faculty and Office of Faculty Affairs
Details:

Deadline: Friday, March 05, 2027
Category: Leave Without Pay
Event/Action: Leave Without Pay Recommendation for Next Academic Year (Full Academic Year Request) from Dean to Faculty and Office of Faculty Affairs
From: Dean
To: Faculty and Office of Faculty Affairs
Details:

Deadline: Friday, March 05, 2027
Category: Promotion to Full Professor
Event/Action: Promotion Appeal of Dean Decision from Faculty to Faculty Senate RTP Committee
From: Faculty
To: Faculty Senate RTP Committee
Details: The faculty member has the option of uploading a written response to Watermark within seven (7) calendar days

Deadline: Friday, March 05, 2027
Category: Tenure Upon Appointment
Event/Action: President Recommendation on Tenure-Upon-Appointment for Faculty and Administrators Who Started During Current Academic Year to Board of Trustees

From: President
To: Board of Trustees
Details:

Deadline: Friday, March 05, 2027
Category: Year 1 Tenure-Track Faculty Retention
Event/Action: Year 1 Retention Recommendation from Dean to Faculty
From: Dean
To: Faculty
Details:

Deadline: Friday, March 12, 2027
Category: Emeritus Status
Event/Action: Emeritus Status Faculty Nominations from Department and Department Chair to Dean
From: Department Chair
To: Dean
Details: Information on the nomination process can be found in the Faculty Employment Handbook. Following approvals up to the level of the dean, the dean of the college/school in which the nominee's department is housed will submit the nomination dossier for Provost review via this form: tinyurl.com/MSUDenverEmeritus

Deadline: Friday, March 12, 2027
Category: Post-Tenure Review (PTR)
Event/Action: Post-Tenure Review (PTR) Recommendations from Department Chair to Faculty and Dean
From: Department Chair
To: Faculty and Dean
Details:

Deadline: Friday, March 12, 2027
Category: Provost Minigrant
Event/Action: Provost Minigrant Application for Fall Semester Approval from Dean (via Watermark)
From: Dean
To: Office of Faculty Affairs
Details: For more information visit msudenver.edu/faculty-affairs/provostminigrant

Deadline: Friday, March 12, 2027
Category: Roadrunner Faculty Academy
Event/Action: Roadrunner Faculty Academy - In-Person Session 12
From:
To:
Details: The Roadrunner Faculty Academy is a year-long professional development program for first-year tenure-track faculty members. For additional information, please see msudenver.edu/teaching-learning-design/programs/roadrunner-faculty-academy/

Deadline: Friday, March 12, 2027
Category: Year 1 Tenure-Track Faculty Retention
Event/Action: Year 1 Retention Appeal of Dean Decision from Faculty to Dean and Office of Faculty Affairs
From: Faculty
To: Dean and Office of Faculty Affairs
Details: The faculty member has the option of uploading a written response to Watermark within seven (7) calendar days; following the appeal notification, the Office of Faculty Affairs will have five (5) business days to notify the University Appeals Committee and provide the UAC with all materials related to the faculty member's portfolio

Deadline: Monday, March 15, 2027
Category: Year 1 Tenure-Track Faculty Retention
Event/Action: Year 1 Retention Decision from Office of Faculty Affairs to HR and Academic Affairs Budget Manager
From: Office of Faculty Affairs
To: Human Resources and Academic Affairs Budget Manager
Details:

Deadline: Thursday, March 18, 2027
Category: Board of Trustees
Event/Action: Board of Trustees Committee Meetings
From:
To:
Details: For details, visit msudenver.edu/trustees/boardmeetings

Deadline: Friday, March 19, 2027
Category: Board of Trustees
Event/Action: Board of Trustees Executive Session and Full Board Meeting
From:
To:
Details: For details, visit msudenver.edu/trustees/boardmeetings

Deadline: Friday, March 19, 2027
Category: Lecturer/Senior Lecturer Portfolios
Event/Action: Lecturer/Senior Lecturer Portfolios from Faculty to Department Chair
From: Faculty
To: Department Chair
Details:

Deadline: Friday, March 19, 2027
Category: Post-Tenure Review (PTR)
Event/Action: Post-Tenure Review (PTR) Appeal of Department Chair Decision from Faculty to Dean
From: Faculty
To: Dean
Details: The faculty member has the option of uploading a written response to Watermark within seven (7) calendar days

Deadline: Friday, March 19, 2027
Category: Provost Minigrant
Event/Action: Provost Minigrant for Fall Applicant List and Materials from Office of Faculty Affairs to Provost Minigrant Committee
From: Office of Faculty Affairs
To: Provost Minigrant Committee
Details: For more information visit msudenver.edu/faculty-affairs/provostminigrant

Deadline: Friday, March 19, 2027
Category: Year 3 Tenure-Track Faculty Retention
Event/Action: Year 3 Retention Recommendation from Faculty Senate RTP Committee to Provost
From: Faculty Senate RTP Committee
To: Provost
Details:

Deadline: Friday, March 26, 2027
Category: Tenure and Promotion to Associate Professor
Event/Action: Tenure and Promotion Recommendation from Provost to Faculty and President
From: Provost
To: Faculty and President
Details:

Deadline: Friday, March 26, 2027
Category: Year 3 Tenure-Track Faculty Retention
Event/Action: Year 3 Retention Appeal of Faculty Senate RTP Committee Recommendation from Faculty to Provost
From: Faculty
To: Provost
Details: The faculty member has the option of uploading a written response to Watermark within seven (7) calendar days

Deadline: Monday, March 29, 2027
Category: Return to Faculty Reassigned Time
Event/Action: Administrator/Chair Return to Faculty - Request for Reassigned Time
From: Faculty Senate Professional Leave Committee
To: Office of Faculty Affairs
Details:

Deadline: Friday, April 02, 2027
Category: Administrator/Chair Return to Faculty Reassigned Time
Event/Action: Administrator/Chair Return to Faculty - Request for Reassigned Time
From: Office of Faculty Affairs
To: Faculty
Details:

Deadline: Friday, April 02, 2027
Category: Credit Towards Tenure
Event/Action: Credit Toward Earning Regular Tenure Recommendations for Faculty Who Started in Spring Semester from Dean to Office of Faculty Affairs
From: Dean
To: Office of Faculty Affairs
Details: Dean provides list of faculty who started in Spring semester who are receiving credit towards tenure

Deadline: Friday, April 02, 2027
Category: Emeritus Status
Event/Action: Emeritus Status Faculty Nominations from Dean to Provost (see "Details" for submission form)
From: Dean
To: Provost (via Office of Faculty Affairs)
Details: Information on the nomination process can be found in the Faculty Employment Handbook. Following approvals up to the level of the dean, the dean of the college/school in which the nominee's department is housed will submit the nomination dossier for Provost review via this form: tinyurl.com/MSUDenverEmeritus

Deadline: Friday, April 02, 2027
Category: Retirement/Transitional Retirement
Event/Action: Transitional Retirement Notifications from Office of Faculty Affairs to Faculty
From: Office of Faculty Affairs
To: Faculty
Details: Please refer to Chapter VIII of the Faculty Employment Handbook. The "Transitional Retirement Program Application and Agreement" is available on the Human Resources website.

Deadline: Friday, April 02, 2027
Category: Retirement/Transitional Retirement
Event/Action: Transitional Retirement Notifications from Office of Faculty Affairs to HR and Academic Affairs Budget Manager
From: Office of Faculty Affairs
To: Human Resources and Academic Affairs Budget Manager
Details: Please refer to Chapter VIII of the Faculty Employment Handbook. The "Transitional Retirement Program Application and Agreement" is available on the Human Resources website.

Deadline: Friday, April 02, 2027
Category: Roadrunner Faculty Academy
Event/Action: Roadrunner Faculty Academy - In-Person Session 13
From:
To:
Details: The Roadrunner Faculty Academy is a year-long professional development program for first-year tenure-track faculty members. For additional information, please see msudenver.edu/teaching-learning-design/programs/roadrunner-faculty-academy/

Deadline: Friday, April 02, 2027
Category: Tenure Upon Appointment
Event/Action: Notice to Faculty of Tenure-Upon-Appointment Decision by Board of Trustees
From: President

To: Faculty
Details:

Deadline: Friday, April 09, 2027
Category: Curriculum/Catalog
Event/Action: Publish Undergraduate/Graduate Catalog Change Report for AY2728
From: Director of Curriculum and Catalog
To:
Details: For additional information, please see the MSU Denver Curriculum site: msudenver.edu/curriculum/

Deadline: Friday, April 09, 2027
Category: Faculty Employment Handbook
Event/Action: Sponsor and FEHC Liaison share final feedback with FEH on proposals
From: Sponsor
To: FEH Committee
Details: Detailed process and forms available at msudenver.edu/faculty-affairs/faculty-employment-handbook

Deadline: Friday, April 09, 2027
Category: Lecturer/Senior Lecturer Portfolios
Event/Action: Lecturer/Senior Lecturer Recommendations from Department Chair to Faculty and Dean
From: Department Chair
To: Faculty and Dean
Details:

Deadline: Friday, April 09, 2027
Category: Promotion to Full Professor
Event/Action: Promotion Recommendations from Faculty Senate RTP Committee to Faculty and Provost
From: Faculty Senate RTP Committee
To: Faculty and Provost
Details:

Deadline: Friday, April 09, 2027
Category: Year 1 Tenure-Track Faculty Retention
Event/Action: Year 1 Retention Appeal Recommendation from University Appeals Committee to Provost
From: University Appeals Committee
To: Provost
Details: The University Appeals Committee will have 20 business days to complete their review of the portfolio and submit their recommendation to the Provost.

Deadline: Monday, April 12, 2027
Category: Tenure and Promotion to Associate Professor
Event/Action: Tenure and Promotion Appeal of Provost Recommendation from Faculty to Office of Faculty Affairs
From: Faculty
To: Office of Faculty Affairs
Details: In the case of non-recommendation by the Provost, the faculty member in their sixth year has the option of uploading a written response to Watermark within ten (10) business days; following the appeal notification, the Office of Faculty Affairs will have five (5) business days to notify the University Appeals Committee and provide the UAC with all materials related to the faculty member's portfolio.

Deadline: Friday, April 16, 2027
Category: Department Evaluation Guidelines
Event/Action: Final Version of Department Evaluation Guidelines from Department Chair and Dean to Provost (via Office of Faculty Affairs)
From: Department Chair, Dean
To: Office of Faculty Affairs
Details: Dean and Chair should collaborate on recommended changes and provide the Office of Faculty Affairs an updated version of the "Department Evaluation Guidelines Revision Form" with information on changes and Dean and Chair signatures.

Deadline: Friday, April 16, 2027
Category: Post-Tenure Review (PTR)
Event/Action: Post-Tenure Review (PTR) Decision from Dean to Faculty
From: Dean
To: Faculty
Details:

Deadline: Friday, April 16, 2027
Category: Promotion to Full Professor
Event/Action: Promotion Appeal of Faculty Senate RTP Committee Decision from Faculty to Provost
From: Faculty
To: Provost
Details: The faculty member has the option of uploading a written response to Watermark within seven (7) calendar days

Deadline: Friday, April 16, 2027
Category: Provost Minigrant
Event/Action: Provost Minigrant Recommendation for Fall Semester from Provost Minigrant Committee to Office of Faculty Affairs
From: Provost Minigrant Committee
To: Office of Faculty Affairs
Details: For more information visit msudenver.edu/faculty-affairs/provostminigrant

Deadline: Friday, April 16, 2027
Category: Roadrunner Faculty Academy
Event/Action: Roadrunner Faculty Academy - In-Person Session 14
From:
To:
Details: The Roadrunner Faculty Academy is a year-long professional development program for first-year tenure-track faculty members. For additional information, please see msudenver.edu/teaching-learning-design/programs/roadrunner-faculty-academy/

Deadline: Friday, April 16, 2027
Category: Year 2 Tenure-Track Faculty Retention
Event/Action: Year 2 Retention Appeal of Dean Decision from Faculty to Dean and Office of Faculty Affairs
From: Faculty
To: Dean and Office of Faculty Affairs
Details: The faculty member has the option of uploading a written response to Watermark within seven (7) calendar days following the appeal notification, the Office of Faculty Affairs will have five (5) business days to notify the University Appeals Committee and provide the UAC with all materials related to the faculty member's portfolio

Deadline: Friday, April 16, 2027
Category: Year 3 Tenure-Track Faculty Retention
Event/Action: Year 3 Retention Decision from Provost to Faculty
From: Provost
To: Faculty
Details:

Deadline: Friday, April 23, 2027
Category: Emeritus Status
Event/Action: Emeritus Status Faculty Nominations from Provost to President
From: Provost
To: President
Details: Information on the nomination process can be found in the Faculty Employment Handbook. Following approvals up to the level of the dean, the dean of the college/school in which the nominee's department is housed will submit the nomination dossier for Provost review via this form: tinyurl.com/MSUDenverEmeritus

Deadline: Friday, April 23, 2027

Category: Faculty Employment Handbook
Event/Action: Final Votes on FEH Proposed Changes Reported from Consituent Groups (Faculty Senate, Deans, Chairs/Directors)
From: FEHC
To: Office of Faculty Affairs
Details: Detailed process and forms available at msudenver.edu/faculty-affairs/faculty-employment-handbook

Deadline: Friday, April 23, 2027
Category: Post-Tenure Review (PTR)
Event/Action: Post-Tenure Review (PTR) Appeal of Dean Decision from Faculty to Office of Faculty Affairs
From: Faculty
To: Dean and Office of Faculty Affairs
Details: In cases of "Needs Improvement" the faculty member has the option of appealing placement on a Performance Improvement Plan (PIP) to the University Appeals Committee within seven (7) calendar days

Deadline: Friday, April 23, 2027
Category: Tenure Upon Appointment
Event/Action: Dossiers for Tenure-Upon-Appointment for Faculty and Administrators Who Start in Upcoming Academic Year from Dean to Office of Faculty Affairs
From: Dean
To: Office of Faculty Affairs
Details: Completed dossiers for tenure-upon-appointment sent to Office of Faculty Affairs; following review and approval by Provost, dossiers and recommendations are presented to President and then Board of Trustees for final decision. See Faculty Employment Handbook for additional information.

Deadline: Friday, April 23, 2027
Category: Year 3 Tenure-Track Faculty Retention
Event/Action: Year 3 Retention Appeal of Provost Decision from Faculty to President
From: Faculty
To: President
Details: The faculty member has the option of uploading a written response to Watermark within seven (7) calendar days; following the appeal notification, the Office of Faculty Affairs will have five (5) business days to notify the University Appeals Committee and provide the UAC with all materials related to the faculty member's portfolio

Deadline: Friday, April 30, 2027
Category: Curriculum/Catalog
Event/Action: Final Deadline for Late Add of Omnibus/Individual VT/Non-Substantive Changes to Upcoming Summer 2027 Schedule from Originator to Department Curriculum Committee, Department Chair, and Associate Dean for Simultaneous Review
From: Originator
To: Department Curriculum Committee, Department Chair, and Associate Dean for Simultaneous Review
Details: For additional information, please see the MSU Denver Curriculum site: msudenver.edu/curriculum/

Deadline: Friday, April 30, 2027
Category: New Graduate Program Proposals
Event/Action: New Graduate Program Intent-to-Propose Notification from Department Chair to Office of Graduate Studies
From: Department Chair
To: Office of Graduate Studies
Details: To propose a new graduate program, departments need to submit form to Office of Graduate Studies. This form, along with supporting documentation can be found at msudenver.edu/graduatecouncil/policydocuments

Deadline: Friday, April 30, 2027
Category: Post-Tenure Review (PTR)
Event/Action: Post-Tenure Review (PTR) Appeal Information from Office of Faculty Affairs to University Appeals Committee
From: Office of Faculty Affairs
To: University Appeals Committee
Details: The Office of Faculty Affairs will notify the University Appeals Committee and provide all materials pertaining to the faculty member's PTR portfolio

Deadline: Friday, April 30, 2027

Category: Post-Tenure Review (PTR)
Event/Action: Post-Tenure Review (PTR) Notifications from Office of Faculty Affairs to HR and Academic Affairs Budget Manager
From: Office of Faculty Affairs
To: Human Resources and Academic Affairs Budget Manager
Details:

Deadline: Friday, April 30, 2027
Category: Tenure and Promotion to Associate Professor
Event/Action: Tenure and Promotion Recommendation of Appeal of Provost Recommendation from University Appeals \ Committee to President and Faculty
From: University Appeals Committee
To: President and Faculty
Details: Within 20 business days of receiving the request for reconsideration, the University Appeals Committee must submit a written recommendation and rationale to either uphold or reconsider the Provost's decision to not recommend the faculty member for tenure. The University Appeals Committee recommendation shall be shared with the Provost and the appellant and forwarded along with the Provost's recommendation to the President.

Deadline: Friday, April 30, 2027
Category: Tenure and Promotion to Associate Professor
Event/Action: Tenure and Promotion Recommendation from President to Faculty and Board of Trustees
From: President
To: Faculty and Board of Trustees
Details:

Deadline: Monday, May 03, 2027
Category: Year 3 Tenure-Track Faculty Retention
Event/Action: Year 3 Retention Decision from Office of Faculty Affairs to HR and Academic Affairs Budget Manager
From: Office of Faculty Affairs
To: Human Resources and Academic Affairs Budget Manager
Details:

Deadline: Friday, May 07, 2027
Category: Curriculum/Catalog
Event/Action: Final Deadline for Late Add of Omnibus/Individual VT/Non-Substantive Changes to Upcoming Summer 2027 Schedule from Final Signatory (Department Curriculum Committee, Department Chair, or Associate Dean) to Registrar
From: Final Signatory (Department Curriculum Committee, Department Chair, or Associate Dean)
To: Registrar
Details: For additional information, please see the MSU Denver Curriculum site: msudenver.edu/curriculum/

Deadline: Friday, May 07, 2027
Category: Curriculum/Catalog
Event/Action: PDF of Undergraduate/Graduate Catalog for AY2728 Completed
From: Director of Curriculum and Catalog
To:
Details: For additional information, please see the MSU Denver Curriculum site: msudenver.edu/curriculum/

Deadline: Friday, May 07, 2027
Category: Lecturer/Senior Lecturer Portfolios
Event/Action: Lecturer/Senior Lecturer Retention, Promotion, and Non-Retention Decision/Recommendations from Dean to Faculty and Provost
From: Dean
To: Faculty and Provost
Details: In the case of retention only, the Dean makes the final decision. When non-retention or promotion are recommended by the Dean, the Provost makes the final decision.

Deadline: Friday, May 07, 2027
Category: Promotion to Full Professor
Event/Action: Promotion Decision from Provost to Faculty

From: Provost
To: Faculty
Details:

Deadline: Friday, May 07, 2027
Category: Provost Minigrant
Event/Action: Provost Minigrant Decision for Fall Semester from Office of Faculty Affairs to Faculty
From: Office of Faculty Affairs
To: Faculty
Details: For more information visit msudenver.edu/faculty-affairs/provostminigrant

Deadline: Friday, May 07, 2027
Category: Roadrunner Faculty Academy
Event/Action: Roadrunner Faculty Academy - In-Person Session 15
From: Center for Teaching, Learning, and Design
To:
Details: The Roadrunner Faculty Academy is a year-long professional development program for first-year tenure-track faculty members. For additional information, please see msudenver.edu/teaching-learning-design/programs/roadrunner-faculty-academy/

Deadline: Friday, May 07, 2027
Category: Tenure Upon Appointment
Event/Action: Provost Recommendation on Tenure-Upon-Appointment for Faculty and Administrators Who Start in Upcoming Academic Year to President
From: Provost
To: President
Details:

Deadline: Friday, May 07, 2027
Category: Year 1 Tenure-Track Faculty Retention
Event/Action: Year 1 Retention Appeal Final Decision from Provost to Faculty
From: Provost and Office of Faculty Affairs
To: Faculty (and Human Resources and Academic Affairs Budget Manager should appeal be upheld)
Details: The Provost will have 20 business days to complete their review of the portfolio and make their decision

Deadline: Tuesday, May 11, 2027
Category: Tenure and Promotion to Associate Professor
Event/Action: Appeal of President Decision on Tenure and Promotion from Faculty to Office of Faculty Affairs
From: Faculty
To: Office of Faculty Affairs
Details: In the case of denial by the President (the President is the final authority regarding promotion to Associate Professor whereas the Board of Trustees has the final authority regarding granting or denying tenure), a faculty member who is in their sixth year has the option of uploading a written response to Watermark within ten (10) business days; following the appeal notification, the Office of Faculty Affairs will have five (5) business days to notify the University Appeals Committee and provide the UAC with all materials related to the faculty member's portfolio. Those faculty in years four or five who are denied may re-apply in the subsequent year.

Deadline: Thursday, May 13, 2027
Category: Reassigned Time
Event/Action: Reassigned Time Report for Full Academic Year Reassigned Time
From: Faculty
To: Reassigned Time Evaluator
Details: Submit in Watermark

Deadline: Thursday, May 13, 2027
Category: Reassigned Time
Event/Action: Reassigned Time Report for Spring Semester-Only Reassigned Time
From: Faculty
To: Reassigned Time Evaluator
Details: Submit in Watermark

Deadline: Friday, May 14, 2027
Category: Commencement
Event/Action: Spring Commencement
From:
To:
Details: For details, visit msudenver.edu/commencement

Deadline: Friday, May 14, 2027
Category: Faculty Employment Handbook
Event/Action: FEH Committee Final Vote on Proposed Changes Reported to President (Form 3)
From: FEH Committee and Office of Faculty Affairs
To: President
Details: Detailed process and forms available at msudenver.edu/faculty-affairs/faculty-employment-handbook

Deadline: Friday, May 14, 2027
Category: Lecturer/Senior Lecturer Portfolios
Event/Action: Lecturer/Senior Lecturer Portfolios Promotion and Non-Retention Appeal from Faculty to Provost
From: Faculty
To: Provost
Details: The faculty member has the option of uploading a written response to Watermark within seven (7) calendar days

Deadline: Friday, May 14, 2027
Category: Promotion to Full Professor
Event/Action: Promotion Decision from Office of Faculty Affairs to HR, Academic Affairs Budget Manager, and Board of Trustees
From: Office of Faculty Affairs
To: Human Resources, Academic Affairs Budget Manager, and Board of Trustees
Details:

Deadline: Monday, May 17, 2027
Category: Celebration of Faculty
Event/Action: Celebration of Faculty hosted by the Center for Teaching, Learning, and Design
From: Center for Teaching, Learning, and Design
To:
Details: To RSVP, please see the Center for Teaching, Learning, and Design "Calendar of Events" at msudenver.edu/teaching-learning-design/events

Deadline: Thursday, May 20, 2027
Category: Grades
Event/Action: Spring Semester Grades Due by 12pm
From: Faculty
To:
Details:

Deadline: Friday, May 21, 2027
Category: Lecturer/Senior Lecturer Portfolios
Event/Action: Lecturer/Senior Lecturer Promotion and Non-Retention Recommendations from Provost to Faculty
From: Provost
To: Faculty
Details:

Deadline: Friday, May 21, 2027
Category: Post-Tenure Review (PTR)
Event/Action: Post-Tenure Review (PTR) Appeal Decision from University Appeals Committee to Provost
From: University Appeals Committee
To: Provost
Details: UAC has 20 business days between receiving appeals materials and making a recommendation to Provost

Deadline: Friday, May 21, 2027
Category: Year 3 Tenure-Track Faculty Retention
Event/Action: Year 3 Retention Appeal Recommendation from University Appeals Committee to President
From: University Appeals Committee
To: President
Details: The University Appeals Committee will have 20 business days to complete their review of the portfolio and submit their recommendation to the Provost

Deadline: Thursday, May 27, 2027
Category: Reassigned Time
Event/Action: Reassigned Time Evaluation for Full Academic Year Reassigned Time
From: Reassigned Time Evaluator
To: Faculty
Details: Submit in Watermark

Deadline: Thursday, May 27, 2027
Category: Reassigned Time
Event/Action: Reassigned Time Evaluation for Spring Semester-Only Reassigned Time
From: Reassigned Time Evaluator
To: Faculty
Details: Submit in Watermark

Deadline: Friday, May 28, 2027
Category: Department Evaluation Guidelines
Event/Action: Updated Department Evaluation Guidelines Posted on Office of Faculty Affairs website for Next Academic Year
From: Office of Faculty Affairs
To: University Community
Details: Following final review and approval by the Provost, the Provost will sign the "Department Evaluation Guidelines Revision Form." This form will serve as a cover page for new Department Evaluation Guidelines and accompany new guidelines when posted to the Office of Faculty Affairs site.

Deadline: Friday, May 28, 2027
Category: Emeritus Status
Event/Action: Emeritus Status Faculty Nominations from President to Board of Trustees
From: President
To: Board of Trustees
Details: Information on the nomination process can be found in the Faculty Employment Handbook. Following approvals up to the level of the dean, the dean of the college/school in which the nominee's department is housed will submit the nomination dossier for Provost review via this form: tinyurl.com/MSUDenverEmeritus

Deadline: Friday, May 28, 2027
Category: Lecturer/Senior Lecturer Portfolios
Event/Action: Lecturer/Senior Lecturer Retention, Promotion, and Non-Retention Decisions from Office of Faculty Affairs to HR and Academic Affairs Budget Manager
From: Office of Faculty Affairs
To: Human Resources and Academic Affairs Budget Manager
Details:

Deadline: Friday, May 28, 2027
Category: Post-Tenure Review (PTR)
Event/Action: Post-Tenure Review (PTR) Appeal Decision from University Appeals Committee to Provost
From: University Appeals Committee
To: Provost
Details: UAC has 20 business days between receiving appeals materials and making a recommendation to Provost

Deadline: Friday, May 28, 2027
Category: Tenure Upon Appointment
Event/Action: President Recommendation on Tenure-Upon-Appointment for Faculty and Administrators Who Start in Upcoming Academic Year to Board of Trustees

From: President
To: Board of Trustees
Details:

Deadline: Tuesday, June 01, 2027
Category: Faculty Employment Handbook
Event/Action: FEH Language Change Decisions Finalized by President
From: FEH Committee and Office of Faculty Affairs
To: President
Details: Detailed process and forms available at msudenver.edu/faculty-affairs/faculty-employment-handbook

Deadline: Tuesday, June 01, 2027
Category: Tenure and Promotion to Associate Professor
Event/Action: Tenure and Promotion Appeal of Provost Recommendation Decision from President to Faculty (and Board of Trustees should appeal be successful)
From: President
To: Faculty (and Board of Trustees if President Upholds appeal of Initial Decision)
Details: The President has 20 business days after receiving UAC recommendation to make a final decision and move things to the Board of Trustees if appeal of Provost's recommendation if upheld

Deadline: Friday, June 04, 2027
Category: Disciplinary Sanctions Reporting
Event/Action: Disciplinary Sanctions Report for Academic Year from Dean to Office of Faculty Affairs
From: Dean
To: Office of Faculty Affairs
Details: Report of all disciplinary sanctions imposed against faculty members. See Faculty Employment Handbook Chapter X.H. Disciplinary sanction should include all sanctions that are not submitted to Workday (HR).

Deadline: Friday, June 04, 2027
Category: FRIP Evaluations
Event/Action: Faculty Recruitment Incentive Program (FRIP) Evaluations for Academic Year from Office of Faculty Affairs to President
From: Office of Faculty Affairs
To: President
Details:

Deadline: Wednesday, June 09, 2027
Category: Tenure and Promotion to Associate Professor
Event/Action: Recommendation on Appeal of President's Decision on Tenure-and-Promotion from University Appeals Committee to Office of Faculty Affairs and President
From: University Appeals Committee
To: Office of Faculty Affairs and President
Details:

Deadline: Thursday, June 10, 2027
Category: Board of Trustees
Event/Action: Board of Trustees Committee Meetings
From:
To:
Details: For details, visit msudenver.edu/trustees/boardmeetings

Deadline: Friday, June 11, 2027
Category: Board of Trustees
Event/Action: Board of Trustees Executive Session and Full Board Meeting
From:
To:
Details: For details, visit msudenver.edu/trustees/boardmeetings

Deadline: Monday, June 21, 2027
Category: Year 3 Tenure-Track Faculty Retention
Event/Action: Year 3 Retention Appeal of Provost Recommendation from President to Faculty
From: President
To: Faculty
Details: The President will have 20 business days to complete their review of the portfolio and make their decision

Deadline: Friday, June 25, 2027
Category: Disciplinary Sanctions Reporting
Event/Action: Disciplinary Sanctions Report for Academic Year from Office of Faculty Affairs to Office of Equal Opportunity
From: Office of Faculty Affairs
To: Office of Equal Opportunity
Details: Report of all disciplinary sanctions imposed against faculty members. See Faculty Employment Handbook Chapter X.H.

Deadline: Friday, June 25, 2027
Category: Post-Tenure Review (PTR)
Event/Action: Post-Tenure Review (PTR) Appeal Decision from Provost to Faculty
From: Provost and Office of Faculty Affairs
To: Faculty (and Human Resources and Academic Affairs Budget Manager should appeal be upheld)
Details: Provost has 20 business days between receiving appeals materials/recommendation from UAC and making a decision

Deadline: Friday, June 25, 2027
Category: Provost Minigrant
Event/Action: Provost Minigrant Post-Award Report for Spring Semester from Faculty to Office of Faculty Affairs
From: Faculty
To: Office of Faculty Affairs
Details: For more information visit msudenver.edu/faculty-affairs/provostminigrant

Deadline: Friday, June 25, 2027
Category: Sabbatical Leave
Event/Action: Sabbatical Leave Report for Sabbaticals Taken During Full Academic Year from Faculty to Provost
From: Faculty
To: Provost
Details:

Deadline: Friday, June 25, 2027
Category: Sabbatical Leave
Event/Action: Sabbatical Leave Report for Sabbaticals Taken During Spring Semester from Faculty to Provost
From: Faculty
To: Provost
Details:

Deadline: Friday, June 25, 2027
Category: Tenure and Promotion to Associate Professor
Event/Action: Tenure and Promotion Decision from President and Board of Trustees to Faculty
From: President
To: Faculty
Details: This is the date by which President letters are uploaded in Watermark

Deadline: Friday, June 25, 2027
Category: Tenure and Promotion to Associate Professor
Event/Action: Tenure and Promotion Decisions from Office of Faculty Affairs to HR and Academic Affairs Budget Manager
From: Office of Faculty Affairs
To: Human Resources and Academic Affairs Budget Manager
Details:

Deadline: Friday, June 25, 2027
Category: Tenure Upon Appointment
Event/Action: Notice to Faculty of Tenure-Upon-Appointment Decision by Board of Trustees
From: President
To: Faculty
Details:

Deadline: Monday, June 28, 2027
Category: Emeritus Status
Event/Action: Notice of Emeritus Status from President to Faculty (following Board of Trustees approval)
From: President
To: Faculty
Details: Information on the nomination process can be found in the Faculty Employment Handbook. Following approvals up to the level of the dean, the dean of the college/school in which the nominee's department is housed will submit the nomination dossier for Provost review via this form: tinyurl.com/MSUDenverEmeritus

Deadline: Thursday, July 01, 2027
Category: Disciplinary Sanctions Reporting
Event/Action: Disciplinary Sanctions Report for Academic Year from Office of Equal Opportunity to Faculty Senate Welfare and Diversity Committee
From: Office of Equal Opportunity
To: Five Welfare and Diversity Committees
Details: Disparate impact assessment report. See Faculty Employment Handbook Chapter X.H.

Deadline: Thursday, July 01, 2027
Category: Faculty Employment Handbook
Event/Action: FEH for Next Academic Year Finalized and Posted by Office of Faculty Affairs
From: Office of Faculty Affairs
To: University Community
Details: Detailed process and forms available at msudenver.edu/faculty-affairs/faculty-employment-handbook

Deadline: Thursday, July 01, 2027
Category: Post-Tenure Review (PTR)
Event/Action: Post-Tenure Review (PTR) Appeal Decision from Provost to Faculty
From: Provost and Office of Faculty Affairs
To: Faculty (and Human Resources and Academic Affairs Budget Manager should appeal be upheld)
Details: Provost has 20 business days between receiving appeals materials/recommendation from UAC and making a decision

Deadline: Thursday, July 01, 2027
Category: Procedural Calendar
Event/Action: Procedural Calendar Available for New Academic Year
From: Office of Faculty Affairs
To: University Community
Details: For details, visit msudenver.edu/faculty-affairs

Deadline: Friday, July 02, 2027
Category: Curriculum/Catalog
Event/Action: Final Deadline for Late Add of Omnibus/Individual VT/Non-Substantive Changes to Upcoming Fall 2027 Schedule from Originator to Department Curriculum Committee, Department Chair, and Associate Dean for Simultaneous Review
From: Originator
To: Department Curriculum Committee, Department Chair, and Associate Dean for Simultaneous Review
Details: For additional information, please see the MSU Denver Curriculum site: msudenver.edu/curriculum/

Deadline: Friday, July 02, 2027
Category: Emeritus Status
Event/Action: Emeritus Status Approval Information from Office of Faculty Affairs to HR
From: Office of Faculty Affairs

To: Human Resources
Details:

Deadline: Friday, July 09, 2027
Category: Curriculum/Catalog
Event/Action: Final Deadline for Late Add of Omnibus/Individual VT/Non-Substantive Changes to Upcoming Fall 2027 Schedule from Final Signatory (Department Curriculum Committee, Department Chair, or Associate Dean) to Registrar
From: Final Signatory (Department Curriculum Committee, Department Chair, or Associate Dean)
To: Registrar
Details: For additional information, please see the MSU Denver Curriculum site: msudenver.edu/curriculum/

Deadline: Friday, July 09, 2027
Category: Faculty Employment Handbook
Event/Action: Summary of FEH Changes for Next Academic Year Shared by Office of Faculty Affairs
From: Office of Faculty Affairs
To: University Community
Details: Detailed process and forms available at msudenver.edu/faculty-affairs/faculty-employment-handbook

Deadline: Friday, July 09, 2027
Category: Sabbatical Leave
Event/Action: Sabbatical Leave Evaluation for Sabbaticals Taken During Spring Semester/Academic Year from Provost to Faculty
From: Provost and Office of Faculty Affairs
To: Faculty
Details:

Deadline: Friday, July 18, 2027
Category: Tenure and Promotion to Associate Professor
Event/Action: Appeal of President's Initial Decision on Tenure and Promotion from President to Faculty (and Board of Trustees should appeal be successful)
From: President
To: Faculty (and Board of Trustees if President Upholds appeal of Initial Decision)
Details: The President has 20 business days after receiving UAC recommendation to make a final decision and move things to the Board of Trustees if initial decision is reversed; the Board of Trustees will then make a final decision

Deadline: Friday, July 30, 2027
Category: Department Chairs
Event/Action: Chair Contracts End for Those Not Renewed
From: Dean
To: Chairs
Details:
