



温州肯恩大学
WENZHOU-KEAN UNIVERSITY

WKU 2nd – 6th Year Tenure Track Faculty CALENDAR OF ANNUAL EVALUATION/REAPPOINTMENT ACTIVITIES

WKU tenure track faculty members submit materials for review annually

During mid-contract years, WKU faculty are evaluated for the purposes of feedback and continued improvement

During contract renewal cycles¹, WKU faculty are evaluated for reappointment

Calendar for Academic Year 2026-2027

WKU 2 nd -6 th Yr Tenure Track Evaluation/Reappointment Activity	To be Completed on or Before
1. University notification sent from the Office of the Provost/Senior Vice President for Academic Affairs to WKU candidates and case packets opened in <i>Interfolio</i> .	Mid-August 2026
2. Candidate submits materials via <i>Interfolio</i> to Departmental ARTP Committee	Oct. 2, 2026 (Fri.)
3. Departmental ARTP committee reviews materials. Department Chair/Chair of Departmental ARTP committee summarizes feedback in the principal areas of research, teaching, and service, as well as any other considerations relevant to reappointment, tenure, and promotion. This written document becomes part of the record after review by the candidate. Departmental ARTP committee sends notification of the recommendation to the candidate, and forwards recommendation to College RT Committee	Nov. 6, 2026 (Fri.)
4. College RT Committee reviews materials. College RT Committee Chair sends written notification of recommendation to the candidate and forwards recommendation to WKU Campus Dean	Dec. 7, 2026 (Mon.)
5. WKU Campus Dean reviews materials and provides summary comments to WKU Vice Chancellor for Academic Affairs (VCAA)	Dec. 21, 2026 (Mon.)
6. WKU VCAA reviews materials and provides summary comments to the Provost/SVPAA for faculty being reviewed for reappointment	Jan. 13, 2027 (Wed.)
a. WKU faculty being evaluated for the purposes of feedback and continuous improvement mid-contract will receive feedback from the WKU VCAA by Feb. 16, 2027	

¹ WKU faculty are typically appointed to three-year contracts. Therefore, review for reappointment usually takes place during Year 3 and Year 6 (the final review includes consideration of tenure and promotion to Associate Professor).

7. Provost/SVPAA reviews materials, forwards recommendation to the President, and sends written notification of the recommendation to the candidate. Feb. 1, 2027 (Mon.)
8. Candidate may submit a written response to the President regarding the recommendation from the Provost/SVPAA. Feb. 5, 2027 (Fri.)
9. President sends written notification of final recommendation to candidate and forwards recommendation to the Chairman of the Wenzhou-Kean University Board of Directors². Feb. 16, 2027 (Tues.)
10. WKU Board of Directors act on the President's nominations for reappointment.

² The WKU Board of Directors can only act on candidates recommended for reappointment by the President. If the President does not reappoint a candidate, their name is not brought before the WKU Board of Directors, and the reappointment process ends at the President's level.