

Office of the Provost Administrative Calendar 2026 – 2027

Faculty Personnel & Budget Meetings and Academic Affairs Events: See left-hand column and the corresponding meeting dates in center column.

Academic Department Actions and Other Items: See right-hand column and the corresponding action dates in the center column.

KEY CUNY HOLIDAYS / NO CLASSES AY 2026-2027:

Labor Day (Sept 7), Rosh Hashana (Sept 11-13), Yom Kippur (Sept 20-21), Columbus Day (Oct 12), Diwali (Nov 8), Thanksgiving (Nov 25-27),

MLK Day (Jan 18, 2027), Lincoln's Birthday (Feb 12, 2027), Presidents' Day (Feb 15, 2027), Lunar New Year (Feb 6, 2027 – Saturday), Eid al-Fitr (March 10, 2027), Eid al-Fitr (May 17, 2027), Spring Recess (April 21-29, 2027), Memorial Day (May 31, 2027).

<u>Faculty Personnel & Budget Meeting Agenda Items and Academic Affairs Events</u>	<u>Dates</u>	<u>Academic Department Actions</u>
FALL 2026		
New Faculty: Welcome & Workplace Essentials • TBA • "Virtual Meeting"	TBA	
1 st Meeting of F P&B for AY 2026-2027 • Elections for 1) Committee on Committees, 2) Tenure, Promotion and CCE, and 3) Library Executive Committee. Location: "Virtual Meeting" at 3:15 pm	08/18/2026 [Tue.]	
New Faculty: The Academic Landscape • TBA • "Virtual Meeting"	TBA	
New Faculty Orientation: "In-Person" • Location: TBA • Full-day Program	08/20/2026 [Thu.]	
Part II - New Faculty: CUNY Teaching Essentials • TBA	TBA	
1 ST Day of Faculty Contractual Start Date	08/26/2026 [Wed.]	1 ST Day of Faculty Contractual Start Date
	08/28/2026 [Fri.]	1st Day of Classes – UG Academic Calendar
	08/31/2026 [Mon.]	Academic Departmental Meetings (no later than date).

2nd Meeting of F P&B Location: "In-person" – FDR at 3:15 pm (Faculty Dining Room) • <u>Elections</u> for 1) Committee on Committees and 2) Tenure, Promotion and CCE committee, and 3) Library Executive Committee, if not completed at 1st meeting,	09/01/2026 [Tue.]	1) Deadline for department P&B recommendations, including <u>updated supporting materials entered into Digital Measures</u>, for: • Tenure/Promotion (7th reappointment) • CCE (5th reappointment) • Notify Dean, Provost and TPCCE Chair of Negative P&B recommendations. • Appeals from faculty member are due to the TPCCE Chair within 10 business days from notification of a negative recommendation by the department Chair. 2) Deadline for department P&B recommendations, including <u>updated supporting materials entered into Digital Measures</u>, for: • 3rd Reappointments (fourth year of service) for Lecturers and CLTs • 4th Reappointments (fifth year of service) for Professorial Ranks • Deadline for submission of recommendations to confer Assistant Professor Emeritus and Associate Professor Emeritus titles. Note: All reappointment PAFs (personnel action forms) will be sent to the departments electronically via forms.production@lehman.cuny.edu.
	See 05/01/2027	Deadline for Candidates to notify " In-writing " the Department Chairs (cc: Deans) of all prospective candidates for promotion in the Spring 2028 Semester .
College Senate Webpage Time: 3:45 - 5:15 pm Location: CA-B04 Items Deadline: 08/19	09/02/2026 [Wed.]	
Save-the-Date Faculty Success Digital Measures Training • Location: Via Zoom, Time: TBA • Email will be shared by Chairs.	09/04/2026 [Fri.]	
	09/07/2026 [Mon.]	College Closed [Labor Day Holiday]
	09/11/2026 [Fri.] thru 09/13/2026 [Sun.]	No Classes Scheduled [Rosh Hashana]
Save-the-Date • Fall 2026 Academic Convocation • Time: TBA	09/17/2026 [Thu.]	Save-the-Date • Fall 2026 Academic Convocation • Time: TBA

	09/18/2026 [Fri.]	Deadline Submission of Fall 2026 Electronic Multiple Positions Form (eMPRF).
	09/20/2026 [Sun.] thru 09/21/2026 [Mon.]	No Classes Scheduled [Yom Kippur]
	09/24/2026 [Thu.]	Deadline for Academic Departments to update adjunct directory information on department website.
	09/25/2026 [Fri.]	1) Deadline for Department P&B to approve eMPRF's. 2) Deadline for Department P&B recommendations, including <u>updated supporting materials entered into Digital Measures</u>, for: • Professorial Titles - 2nd, 3rd, 5th and 6th reappointments (third, fourth, sixth and seventh years of service) • Lecturers – 4th reappointment (fifth year of service) • Instructors - 2nd and 4th reappointments (third and fifth years of service) • CLTs - 2nd and 4th reappointments (third and fifth years of service) • Note: All reappointment PAFs will be sent to the departments electronically via forms.production@lehman.cuny.edu
	See 05/31/2027	Deadline for Department Chairs to notify the Provost (cc: Deans) of all prospective candidates for promotion in the Spring 2028 Semester .
General Faculty Webpage Time: 3:30 pm – 5:00 pm Location: CA-B04	09/30/2026 [Wed.]	
	10/01/2026 [Thur.]	Deadline for faculty returning from sabbaticals to submit Fellowship Leave Report and Scholar Incentive Leave Report (hyperlink) .
Meeting of F P&B Location: FDR at 3:15 pm		
➤ Election of Budget Committee, Distinguished Professor Committee, Fellowship & Scholar Incentive Awards Committee, Library Executive Committee. ➤ <u>Recommendations for:</u> • Assistant Professor Emeritus • Associate Professor Emeritus	10/06/2026 [Tue.]	

College Senate Webpage Time: 3:45 - 5:15 pm Location: CA-B04 Items Deadline: 09/23	10/07/2026 [Wed.]	Academic Departmental Meetings (no later than date).
	10/12/2026 [Mon.]	College Closed – Columbus Day / Indigenous Peoples Day Holiday
	10/13/2026 [Tue.]	Classes Follow a Monday Schedule.
	10/16/2026	Deadline for submission of Full-time Faculty Electronic Workload (eFWL) Forms for Fall 2026 .
Meeting of F P&B. Location: TBD at 3:15 pm ➤ Recommendations for (December 1 Notification Date): • Tenure and Promotion to Associate Professor, Tenure for CLTs and CCE (Lecturers). • Professorial Titles - 2nd to 6th reappointments (third to seventh years of service) • Lecturers - 3rd and 4th reappointments (fourth and fifth years of service) • Instructors – 2nd to 4th reappointments (third to fifth years of service) • CLT'S – 2nd to 4th reappointments (third to fifth years of service)	10/27/2026 [Tue.]	
General Faculty Webpage Time: 3:30 pm – 5:00 pm Location: CA-B04	10/28/2026 [Wed.]	
	10/30/2026 [Fri.]	Notification letters of re-appointment/non-reappointment to adjuncts (for 12/1/26 deadline) for Spring 2027 . • Send "list" of non-reappointments to HR.
College Senate Webpage Time: 3:45 - 5:15 pm Location: CA-B04 Items Deadline: 10/21	11/04/2026 [Wed.]	Academic Departmental Meetings (no later than date).
	11/08/2026 [Sun.]	No Classes Scheduled [Diwali]
Meeting of F P&B. Location: FDR at 3:15 pm Recommendations for Tenure, Promotion and CCE (continued).	11/10/2026 [Tue.]	

	11/15/2026 [Sun.]	Deadline for Academic Filers to submit their Financial Disclosure Statement to the NYS Commission on Ethics and Lobbying in Government .
Meeting of F P&B. Location: FDR at 3:15 pm Recommendations for Tenure, Promotion and CCE (continued).	11/17/2026 [Tue.]	
	11/25/2026 [Wed.]	No Classes Scheduled [???
	11/26/2026 [Thur.] Thru 11/27/2026 [Fri.]	College Closed – Thanksgiving Holiday
	11/28/2026 [Sat.]	No Classes scheduled
	12/01/2026 [Tue.]	Deadline for <u>submission of completed</u> Fellowship Leave and Scholar Incentive Award applications and checklists (hyperlinks), as well as the written confirmation of eligibility, submitted by the department chair to the Office of Academic Personnel in the Provost Office.
College Senate Webpage Time: 3:45 - 5:15 pm Location: CA-B04 Items Deadline: 11/18	12/02/2026 [Wed.]	Academic Departmental Meetings (no later than date).
Meeting of F P&B. Location: FDR at 3:15 pm Recommendation for Honorary Degrees.	12/08/2026 [Tue.]	
	12/21/2026 [Mon.]	End of Fall Term
	12/24/2026 Thru 12/25/2026	College Closed
	12/31/2026 Thru 01/01/2027	College Closed
	SPRING 2027	
	01/07/2027 [Thu.]	ALL Full-Time Faculty should continue to upload Scholarship and Creative Activity for the period of <u>July 1, 2026 – June 30, 2027</u> , into: 1. Digital Measures, and the 2. CUNYfirst Toolkit.

1st Meeting of F P&B Spring Semester. Location: "Virtual Meeting." at 3:15 pm	01/12/2027 [Tue.]	
	01/15/2027 [Fri.]	1) Deadline for department P&B recommendations, including <u>updated supporting materials entered into Digital Measures</u>, for Promotion Candidates. • Notify Dean, Provost and TPCCE Chair of Negative P&B recommendations. 2) Appeals from faculty member are due to the TPCCE Chair within 10 business days from notification of a negative recommendation by the department Chair.
	01/18/2027 [Mon.]	College Closed – MLK Day Holiday
	01/28/2027 [Thu.]	1st Day of Classes Spring Semester
	01/29/2027 [Fri.]	Deadline Submission of Spring 2027 Electronic Multiple Positions Form (eMPRF).
	02/03/2027 [Wed.]	1) Deadline for department P&B recommendations, including <u>updated supporting materials entered into Digital Measures</u>, for: • Professorial Titles – 1st reappointment (second year of service) • Lecturers – 1st reappointment (second year of service) and 2nd reappointment (third year of service) • Instructors – 1st reappointment (second year of service) • CLT'S – 1st reappointments (second year of service) • Note: All reappointment PAFs will be sent to the departments electronically via forms.production@lehman.cuny.edu. 2) Deadline for department P&B recommendations for reappointment with <u>supporting material (CV) entered into Digital Measures</u> for: • Distinguished Professors (DP) • Distinguished Lecturers (DL) Note: 5-year reviews were conducted by the Distinguished Professor Committee in March 2025 for DP appointments and approved by the President and the EVC.
College Senate Webpage Time: 3:45 - 5:15 pm Location: CA-B04 Items Deadline: 01/20	2/03/2027 [Wed.]	Academic Departmental Meetings (no later than date).

	02/06/2027 [Sat.]	No Classes Scheduled [Lunar New Year]
Meeting of F P&B. Location: FDR at 3:15 pm ➤ Recommendations for (April 1 Notification Date): • Professorial Titles – 1st reappointment (second year) • Lecturers – 1st reappointment (second year) and 2nd reappointment (third year) • Instructors – 1st reappointment (second year) • CLT'S – 1st reappointments (second year) ➤ Recommendations for: • Fellowship Awards & Scholar Incentive Awards • Library Professional Reassignment Leave Distinguished Professors • Distinguished Lecturers	02/09/2027 [Tue.]	
	02/12/2027 [Fri.]	College Closed – Lincoln's Birthday
	02/13/2027 [Sat.]	Deadline for <u>Department P&B</u> to approve eMPRF's.
	02/13/2027 [Sat.]	Deadline for Academic Departments to update adjunct directory information on department website.
	02/15/2027 [Mon.]	College Closed – President's Day
General Faculty Webpage Time: 3:30 pm – 5:00 pm Location: CA-B04	02/24/2027 [Wed.]	
College Senate Webpage Time: 3:45 - 5:15 pm Location: CA-B04 Items Deadline: 02/17	03/03/2027 [Wed.]	Academic Departmental Meetings (no later than date).
	03/05/2027 See 05/21/2027	Deadline/Last day to schedule Annual Evaluations (hyperlink). Note: Department chair's annual evaluation memorandum for <u>untured tenure-track faculty in their 3rd year</u> of service should be completed ASAP for use by the Dean's Office to complete a dean's "Pre-tenure Review" before Commencement.

		<u>And per Lehman Policy:</u> Department chair's annual evaluation memorandum for Lecturers and CLTs in their 2nd year of service should be completed ASAP for Pre-CCE Reviews and Pre-tenure Reviews, respectively.
	03/10/2027 [Wed.]	No Classes Scheduled [Eid al-Fitr]
	03/11/2027 [Thu.]	<u>Classes Follow a Wednesday Schedule.</u>
	03/13/2027 [Sat.]	Notification letters of reappointment / non-reappointment to Adjuncts <u>with less than 6 consecutive semesters</u> and Graduate Assistants A, B, C with 5/01/2027 deadline for Fall 2027 . • Send "list" of non-reappointments to HR.
	03/14/2027 [Sun.]	Deadline for submission of Full-time Faculty Electronic Workload Forms (eFWL) for Spring 2027 .
<u>Meeting of F P&B.</u> <u>Location:</u> FDR at 3:15 pm <u>Recommendations for Promotion:</u> • Professor, Associate Professor* and CLT title. *Except for those who applied for tenure in the Fall.	03/16/2027 [Tue.]	
	03/20/2027 [Sat.]	Notification letters of reappointment / non-reappointment to <u>Adjuncts serving in the same department for 6 or more consecutive semesters (not counting summers)</u> , for 5/01/2027 deadline, for Fall '27 and Spring '28 . Send "list" of non-reappointments to HR.
<u>Meeting of F P&B.</u> <u>Location:</u> FDR at 3:15 pm <u>Recommendations for Promotion (continued):</u> Professor, Associate Professor & CLT titles	03/23/2027 [Tue.]	
	03/28/2027 [Sun.]	<u>No Classes Scheduled</u> [Easter Sunday]
	03/30/2027 [Tue.]	Classes Follow a <u>Monday</u> Schedule.
<u>College Senate Webpage</u> Time: 3:45 - 5:15 pm Location: CA-B04 Items Deadline: 03/24	04/07/2027 [Wed.]	Academic Departmental Meetings (no later than date).
	04/10/2027 [Sat.]	

	(See 01/07/2027)	Deadline for All Full-Time Faculty to submit <u>July 1, 2026 – June 30, 2027</u> Academic Year Scholarship and Creative Activity into Digital Measures.
Meeting of F P&B. Location: FDR at 3:15 pm <u>Recommendations for Promotion</u> (continued).	04/13/2027 [Tue.]	Department Chair (Summer) designation & hrs. submitted to Provost Office.
	04/21/2027 Thru 04/29/2027 [Thu. – Fri.]	No Classes – Spring Recess
	05/01/2027 for Spring 2028 Review	Deadline for <u>candidates</u> - Associate Professors wishing to be considered for promotion to Professor in the subsequent academic year must inform their department chair <u>“in writing”</u> no later than May 1 st of the current academic year. Any late requests must be approved by the Department Personnel & Budget Committee and the School Dean.
	05/03/27 to 05/07/27 [Mon. – Fri.]	Election of department chairs, representatives to the Senate and P&B members in departments of TBA
Meeting of F P&B. Location: FDR at 3:15 pm Agenda Items: TBD	05/04/2027 [Tue.]	
College Senate Webpage Time: 3:45 - 5:15 pm Location: CA-B04 Items Deadline: 04/21	05/05/2027 [Wed.]	Academic Departmental Meetings (no later than date).
	05/17/2027	No Classes Scheduled [Eid al-Adha]
<u>Meeting of F P&B.</u> Location: FDR at 3:15 pm • Last F P&B Meeting for <u>2026-2027</u>	05/18/2027 [Tue.]	
General Faculty Webpage Time: 3:30 pm – 5:00 pm Location: CA-B04	05/19/2027 [Wed.]	
	5/21/2027	ALL Full-Time Faculty should continue to upload Scholarship and Creative Activity for the period of July 1, 2026 – June 30, 2027 into CUNYfirst Toolkit by June 30th for each AY year.

	5/21/2027	Deadline for Dean's Office to complete a dean's "Pre-tenure Review (Hyperlink)" before Commencement. The "Pre-tenure Review (Hyperlink)" for each untenured tenure-track faculty member in his/hers 3rd year of service during the spring semester, after the department chair's annual evaluation memorandum. And per Lehman Policy: Deadline for Dean's Office to complete ASAP the Pre-CCE Reviews and Pre-tenure Reviews, for Lecturers and CLTs in their 2nd year of service.
	05/27/2027 [Thu.]	End of Spring Term
	05/31/2027 for Spring 2028 Review	Deadline for <u>Department Chairs</u> to notify the Provost (cc: Deans) of all prospective candidates for promotion in the Spring semester of the subsequent academic year.
	~05/ TBA /2027 ~06/ TBA /2027	Commencement(s)
	05/31/2027 [Mon.]	College Closed - Memorial Day