SCHOOL OF ARTS AND SCIENCES
PERSONNEL ACTIONS CALENDAR
2009-2010

SABBATICAL LEAVES for 2010-2011

October 2 -- Faculty applications due to Department Chair
October 16 -- Department Chair’s recommendations due to Dean
November 13 -- Dean's recommendations due to Provost

LEAVES OF ABSENCE

Spring 2010 Leaves
November 6 -- Faculty applications due to Department Chair
November 13 -- Department Chair’s recommendations due to Dean
November 20 -- Dean's recommendations due to Provost

Fall 2010 Leaves
April 2 -- Faculty applications due to Department Chair
April 9 -- Department Chair’s recommendations due to Dean
April 16 -- Dean's recommendations due to Provost

PROMOTIONS (including full-time lecturers)

October 23 -- Faculty self-recommendations due to Department Personnel Committee
November 13 -- Department Personnel Committee’s recommendations due to Department Chair
December 4 -- Department Chair’s recommendations due to School Personnel Committee
(Joint Review Committee)
January 8 -- School Personnel Committee’s (Joint Review Committee’s) recommendations due to Dean
February 5 -- Dean’s recommendations due to Provost

REAPPOINTMENTS AND CONTINUING APPOINTMENTS

First Year Appointments
November 27 -- Faculty portfolios due to Department Personnel Committee
December 18 -- Department Personnel Committee’s recommendations due to Department Chair
January 22 -- Department Chair’s recommendations due to School Personnel Committee
February 5 -- School Personnel Committee’s recommendations due to Dean
February 12 -- Dean’s recommendations due to Provost

Second Year Appointments
September 25 -- Faculty portfolios due to Department Personnel Committee
October 16 -- Department Personnel Committee’s recommendations due to Department Chair
October 30 -- Department Chair’s recommendations due to School Personnel Committee
November 13 -- School Personnel Committee’s recommendations due to Dean
November 20 -- Dean’s recommendations due to Provost

Second Year+ Appointments (including full-time lecturers)
February 12 -- Faculty portfolios due to Department Personnel Committee
March 5 -- Department Personnel Committee’s recommendations due to Department Chair
March 19 -- Department Chair’s recommendations for tenure-track faculty due to School Personnel Committee
April 2 -- Department Chair’s recommendations for lecturers and School Personnel Committee’s recommendations for tenure-track faculty due to Dean
April 9 -- Dean’s recommendations due to Provost

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