

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 ( <i>Lecturer Review Committee</i> )
January 8	--	School Personnel Committee's ( <i>Lecturer Review Committee's</i> ) 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