

## Calendar for Faculty Personnel Actions 2010-2011

ACTION <sup>1</sup>	1 <sup>st</sup> Year Faculty Retention for Year 2 (2011-2012)	2 <sup>nd</sup> Year Faculty Retention for Year 3 (2011-2012)	3 <sup>rd</sup> Year Faculty and Subsequent Years Retention/Tenure	Promotion <sup>2</sup>
Statement of Intent				9/30/10
Faculty Begin Updates to E-Dossier	10/26/10	6/24/10	10/26/10	10/26/10
Dossier Complete <sup>3</sup> for Committee Consideration (APSU 5:060, VI)	1/18/11	9/16/10	1/18/11	1/18/11
Department Committee's Report Available to Candidate	1/27/11	9/27/10	1/31/11	1/31/11
Chair's Report Available to Candidate	2/3/11	10/1/10	2/7/11	2/7/11
Appeal of Department Recommendation	2/10/11	10/8/10	2/14/11	2/14/11
College Committee's Report Available to Candidate	2/17/11	10/22/10	2/24/11	2/24/11
Dean's Report Available to Candidate	2/21/11	10/29/10	3/3/11	3/3/11
Appeal of College Recommendation	2/28/11	11/5/10	3/10/11	3/10/11
Provost's Notification to Candidate	3/7/11	11/12/10	3/18/11	3/18/11
Appeal of Provost's Recommendation	3/14/11	11/19/10	3/25/11	3/25/11
Tenure and Promotion Appeals Board <sup>4</sup> Recommendation	3/21/11	12/3/10	4/5/11	4/5/11
President Notifies Candidate of Action	3/28/11	12/10/10	4/12/11	4/12/11

- (1) All actions are due by 4:30 p.m. on the date specified. All signed reports must be submitted for addition to e-dossier within two business days of each deadline.
- (2) Faculty members seeking promotion and another action (retention or tenure) must have two copies of the e-dossier before this date.
- (3) Dossier will be locked (no edits possible) on this date.
- (4) The University Tenure and Promotion Appeals Board shall be appointed by October 1, 2010.

Annual Faculty Evaluation/Faculty Development Plan will be completed for tenured faculty each April for all faculty members not included processes above.