**Reappointment of Tenure-Track and Special Purpose Faculty in Second Year of Service**

| **Date** | **Action** |
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| Wednesday 09/24/14 | Department Personnel Committee shall initiate the reappointment process for each tenure-track and special purpose faculty member by requesting a copy of the faculty member’s current Faculty Annual Report and evaluation from the Department Chair. (These documents will not be available for faculty in their first year of service.) Department Personnel Committee shall conduct a thorough evaluation of the faculty member’s cumulative documentation. |
| Friday 10/10/14 | Department Personnel Committee shall make its written recommendation for reappointment, including full justification, to the Department Chair. The Department Personnel Committee shall provide a copy of its recommendation and justification to the faculty member. |
| Wednesday 10/24/14 | Department Chair submits his or her written recommendation on the application for reappointment, to the College Dean with a copy of the Department Personnel Committee's recommendation and justification. The Department Chair shall provide a copy of his or her recommendation and justification to the faculty member and the Department Personnel Committee. |
| Wednesday 10/29/14 | College Dean submits his or her written recommendation on the application for reappointment, including justification and copies of FAR’s, to the Provost and Vice President for Academic Affairs with the recommendations and justifications of the Department Personnel Committee and the Department Chair. The College Dean shall provide a copy of his or her recommendation and justification to the faculty member, the Department Personnel Committee and the Department Chair. |
| Friday 10/31/14 | Last day for second year faculty member to appeal to the Faculty Appeals Committee regarding a negative reappointment recommendation by the Department Personnel Committee, the Department Chair, or the College Dean. |
| **Monday 11/10/14**  **Changed to Monday**  **11/24/14** | Faculty Appeals Committee reports its recommendations to the Provost and Vice President for Academic Affairs on any appeals regarding negative reappointment recommendations by the Department Personnel Committee, the Department Chair, or the College Dean concerning faculty in the second year of service. |
| **Monday 11/24/14**  **Changed to Monday**  **12/8/14** | Provost and Vice President for Academic Affairs submits his or her recommendations on the application for reappointment to the President for faculty in the second year of service. The Provost and Vice President for Academic Affairs shall provide a copy of his or her recommendation to the candidate, the Department Personnel Committee, the Department Chair, and the College Dean. If the recommendation is negative, the letter to the candidate shall constitute notice of intention not to reappoint. |
| Tuesday 1/20/15 | Last day for second year faculty member to appeal to the Faculty Appeals Committee regarding a negative reappointment recommendation by the Provost and Vice President for Academic Affairs. |
| Monday 1/26/15 | Faculty Appeals Committee reports to the President its recommendations on any appeals regarding negative reappointment recommendations for second year faculty from the Provost and Vice President for Academic Affairs. If the Faculty Appeals Committee supports the faculty appeal and the President upholds the negative recommendation of the Provost and Vice President for Academic Affairs, the Faculty Appeals Committee report shall be sent through the President to the Board of Visitors. |
| Monday 2/2/15 | If the Provost and Vice President for Academic Affairs recommends positively and the decision of the President is negative, the President shall so inform the candidate of his or her decision including justification. |
| Monday 2/9/15 | Last day to submit an appeal to the Faculty Appeals Committee regarding a negative reappointment decision by the President. |
| Monday  2/23/15 | If the Faculty Appeals Committee supports the faculty appeal, the Faculty Appeals Committee report shall be sent to the Board of Visitors. |