



REAPPOINTMENT SCHEDULE

For Professional Staff eligible for reappointment

September 2017

September 25, 2017	Distribution of Reappointment Forms
October 13, 2017	Candidate submits to Department Chair/Director <i>Candidates who have had more than one immediate supervisor during the period being evaluated must include prior evaluation. For details, see the instructions section of the Evaluation for Multiyear Contract packet.</i>
October 27, 2017	Department Chair / Department Director's recommendation to the Dean
November 10, 2017	Dean's / Director's recommendation to the Vice President
November 17, 2017	Vice President's recommendation to the President with copy to the candidate
November 27, 2017	President's recommendation to the Board of Trustees with copy to the candidate
December 11, 2017	Board of Trustees act on President's recommendation

*Please be advised that the Board of Trustees can only act on those persons recommended for reappointment by the President of the University. If the President does not reappoint a candidate, his or her name is not brought before the Board of Trustees and the reappointment process ends at the President's level.