

Personnel Actions Calendar 2019-2020 Summary - Professional Staff Performance Based Promotion

BOT Cycle		Personnel Category	Notification	File Close Date	Immediate Supervisor	Subsequent Evaluator	Dean/Director	Peer Review Committee	Cabinet/Provost/Vice President	President	BOT Meeting Date
December	2019	Performance Based Promotions	Wed. Aug. 21 (Notify Supervisor by this date)	Mon. Sept. 16	Tues. September 24	Tues. Oct. 8	Tues. Oct. 15	Mon. Oct. 28	Tues. Nov. 12	Tues. Nov. 19	Wed. Dec. 4
May	2020	Performance Based Promotions	Thurs. Feb. 13 (Notify Supervisor by this date)	Tues Mar. 3	Tues. March 10	Tues. March 17	Tues. March 24	Mon April 6	Tues April 14	Wed. April 22	Wed. May 6

REBUTTAL DUE DATES - Professional Staff. Letters due by 2:00 pm to be loaded by 5:00 pm.

Personnel Category	Immediate Supervisor	Subsequent Evaluator	Dean/Director	Peer Review Committee	Cabinet/Provost/Vice President
Professional Staff Performance Based Promotion	Fri Sept 27	Fri Oct 11	Fri Oct 18	Thurs Oct 31	Fri Nov 15
	Fri March 13	Fri March 20	Fri March 27	Thurs April 9	Fri April 17