

**Personnel Actions Calendar 2020-2021 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	2020	Performance Based Promotions	Wed. Aug. 18 (Notify Supervisor by this date)	Mon. Sept. 14	Tues. September 22	Tues. Oct. 6	Tues. Oct. 13	Tues. Oct. 27	Tues. Nov. 10	Tues. Nov. 17	Wed. Dec. 9
May	2021	Performance Based Promotions	Thurs. Feb. 11 (Notify Supervisor by this date)	Tues Mar. 2	Tues. March 9	Tues. March 16	Tues. March 23	Tues. April 6	Tues April 13	Wed. April 21	Wed. May 5

**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 25	Fri Oct 9	Fri Oct 16	Fri Oct 30	Fri Nov 13
	Fri March 12	Fri March 19	Fri March 26	Fri April 9	Fri April 16