

Personnel Actions Calendar 2022-2023 Summary — Professional Staff									
BOT Cycle	Personnel Category	Solicitation	File Close Date	Immediate Supervisor	Subsequent Evaluator	Dean/Director	Cabinet/Provost/Vice President	President	BOT Meeting Date
December 2022	Staff: Yr 3, 4, 5	Thurs Sep. 1	Fri Sep. 23	Tues Oct. 4	Tues Oct. 11	Tues Oct. 25	Tues Nov. 2	Weds Nov. 16	Weds Dec. 7
February 2023	Staff: Yr 1, 2, PT	Fri Oct. 21	Tues Nov. 22	Tues Dec. 6	Tues Jan. 3	Tues Jan. 17	Tues Jan. 31 (as needed)	Tues Feb. 7	Weds Feb. 22
	Staff: XIII-D	Fri Oct. 21	Tues Nov. 22	Tues Dec. 6	Tues Jan. 3	Tues Jan. 17			
	Staff: MidYr Appointed after Oct. 1, 2022 but before Jan. 1, 2023	Tues Jan. 3*	Fri Jan. 6	Tues Jan. 10	Tues Jan. 17	Tues Jan. 24	Tues Jan. 31 (as needed)	Tues Feb. 7	Weds Feb. 22
*Employees hired earlier than January 1, 2023 will be notified as soon as hire.									
May 2023	Staff: MultiYr	Fri Feb. 24	Tues Mar. 14	Tues Mar. 21	Tues Mar. 28	Tues Apr. 4	Tues Apr. 11	Thurs Apr. 20	Weds May. 3

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	Cabinet/Provost/Vice President
Staff: Yr 3, 4, 5	Fri. Oct. 7	Fri. Oct. 14	Fri. Oct. 28	Fri. Nov. 4
Staff: Yr 1, 2, PT	Fri. Dec. 9	Fri. Jan. 6	Fri. Jan. 20	Fri. Feb. 3 (as needed)
Staff: XIII-D	Fri. Dec. 9	Fri. Jan. 6	Fri. Jan. 20	
Staff: MidYr Appointed after Oct. 1, 2022 but before Jan. 1, 2023	Fri. Jan. 13	Fri. Jan. 20	Fri. Jan. 27	Fri. Feb. 3 (as needed)
Staff: MultiYr	Fri. Mar. 24	Fri. Mar. 31	Fri. Apr. 7	Fri. Apr. 14