

Personnel Actions Calendar 2020-2021 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	2020	Staff: Yr 3, 4, 5	Wed Sep. 2	Fri Sep. 25	Tues Oct. 6	Tues Oct. 13	Mon Oct. 26	Tues. Nov 10	Tues Nov. 17	Wed Dec. 9
February	2021	Staff: Yr 1, 2, PT	Thurs Oct. 22	Tues Nov. 24	Tues Dec. 8	Tues Jan. 5	Tues Jan. 19	Tues Feb. 2 (as needed)	Fri Feb. 12	Wed Feb. 24
		Staff: XIII-D	Thurs Oct. 22	Tues Nov. 24	Tues Dec. 8	Tues Jan. 5	Tues Jan. 19			
		Staff: MidYr Appointed after Oct. 1, 2019 but before Jan. 1, 2020	Mon Jan. 4	Fri Jan. 8	Tues Jan. 12	Tues Jan. 19	Tues Jan. 26	Tues Feb. 2 (as needed)	Fri Feb. 12	Wed Feb. 24
May	2021	Staff: MultiYr	Thurs Feb. 25	Thurs Mar. 18	Tues Mar. 23	Tues Mar. 30	Tues Apr. 6	Tues Apr. 13	Wed Apr. 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	Cabinet/Provost/Vice President
Staff: Yr 3, 4, 5	Fri. Oct. 9	Fri. Oct. 16	Thurs Oct 29	Fri. Nov 13
Staff: Yr 1, 2, PT	Fri. Dec. 11	Fri. Jan. 8	Fri. Jan. 22	Fri. Feb. 5 (as needed)
Staff: XIII-D	Fri. Dec. 11	Fri. Jan. 8	Fri. Jan. 22	
Staff: MidYr Appointed after Oct. 1, 2018 but before Jan. 1, 2019	Fri. Jan 15	Fri. Jan. 22	Fri. Jan. 29	Fri. Feb. 5 (as needed)
Staff: MultiYr	Fri. Mar. 26	Fri. Apr. 2	Fri. Apr. 9	Fri. Apr. 16