

FACULTY RETRAINING CALENDAR 2021-2022

Sept. 17	Office of Human Resources shall notify all faculty members, Department chairpersons, appropriate Deans and Department Retraining Committees that the retraining process has begun.
Nov. 12	Each faculty member who wishes to be considered for retraining shall submit copies of the retraining file to the <u>Department</u> Retraining Committee and Chairpersons of the home and host Departments.
Dec. 3	The Department Retraining Committee and Chairpersons shall transmit the file and impact statements to the appropriate Dean.
Jan. 7	The Dean shall make a recommendation which, along with all of the previously submitted materials, shall be transmitted to the University Retraining Committee.
Jan. 26	Files closed. All letters of rebuttal and any other supporting documentation must be received by 4:00 p.m.
Feb. 25	The University Retraining Committee shall make a recommendation and transmit the file to the Provost.
March 11	The Provost shall make an evaluation and transmit the file to the President.
April 8	The President shall make a decision and inform the members concerned and the University Retraining Committee