

School of Education, Health & Society
Important Dates for Academic Year 2009-2010

August 19	All-University New Faculty Orientation, EHS New Faculty Orientation
September	Budget Allocation Transfers to Departments
October 1	Faculty Research Grant Proposals due – OARS
Early October	Faculty Leave Requests due to Department Chairs
November 2	Faculty Leave Requests to Dean's Office
November 3	Distinguished Scholar Award due – OARS
December 1	Faculty Leave Requests to Provost (prioritized list)
January 2010	February 1 letter list (visiting faculty) due – Academic Personnel
February 1	Chair's request for additional GA positions from Dean's pool
February 5	Annual Reports of Tenure Eligible Faculty due to Chair
February 22	Tenure Eligible Faculty Reports and department evaluations due to Dean's Office
March	GA Nominations
March 5	EHS Department Staffing plans (faculty search requests for Fall) due to Dean's Office
March 15	Applications due for Alumni Teaching Scholars Faculty Learning Community
March 26	EHS Divisional Staffing Plan to Provost
April 2	EHS Tenure Eligible Faculty Report & Divisional Evaluations Received by Provost
May 3	Salary Increment Recommendations from Chairs to Dean's Office
May 10	Salary Increment Recommendations to Provost
May 10	Chairs provide names of faculty going up for Promotion & Tenure to Associate Dean for Academic Affairs
June 4	Chairs provide names of external reviewers for promotion & tenure to Associate Dean for Academic Affairs
	International Travel Funds ongoing throughout year – International Programs Office
	Training & Development Classified Staff Fund ongoing throughout year – Personnel Office
	CELT applications various – see their website