

**2022-2023 CALENDAR FOR 4th, 5th AND 6th YEAR FACULTY REAPPOINTMENT
CONSIDERATION FOR THE 2023-2024 ACADEMIC YEAR
Notify Date (by the President) – February 1, 2023**

(Dates are internal calendaring, except where noted as CURRENT AGREEMENT dates; See Faculty Handbook, Sections 5.0, 6.0 and 8.0 for detailed procedures: <http://www.ramapo.edu/er/?Handbook=open>)

NON-TENURED REAPPOINTMENT

Step to be completed no later than 2022:

Wednesday, April 13, 2022 (on or before)

Each School/Division Unit Council shall elect its Unit Personnel Committee (UPC) or Library Personnel Committee (LPC).

Wednesday, May 11, 2022 (on or before)

Each faculty member and librarian must submit a digital application for reappointment to the UPC/LPC, through their Dean or Interim College Librarian/Director.

This application shall include (1) a written summary as to how he/she has satisfied the four criteria; (2) correctly labeled appendices which provide documentation necessary to support the written summary; (3) an updated vita; (4) any additional information considered to be appropriate by the applicant; (5) and an evaluation of tutorial activity and/or fieldwork supervision, when applicable. See Reappointment Guidelines/Checklist for further information.

Wednesday, May 18, 2022 (on or before)

The UPC shall carefully review all applications and inform each applicant in writing if additional information/documentation is needed. This information/documentation shall be submitted by the applicant to the Committee no later than the close of the 2020-2021 academic year. This in no way shall prejudice the right of any applicant for reappointment to submit additional information/documentation, if necessary.

Wednesday, September 7, 2022 (on or before)

The UPC/LPC chairperson shall inform each applicant for reappointment in writing of the Committee's recommendations and schedule hearings as necessary.

Wednesday, September 14, 2022 (on or before)

The UPC/LPC shall make available all applications and supporting documentation, and its recommendations to the Unit Council for action through the Dean and Interim College Librarian/Director. The Dean and Interim College Librarian/Director schedules Unit Council hearings as necessary.

Wednesday, September 21, 2022 (on or before)

The Unit Council shall consider each recommendation for reappointment.

Friday, September 23, 2022 (on or before)

The Unit Council makes accessible all applications and supporting documentation, its recommendations, and the UPC/LPC recommendations, to the Dean and Interim College Librarian/Director for his/her review and recommendation.

The Dean and Interim College Librarian/Director shall inform each applicant for reappointment of the Unit Council's recommendation.

Friday, September 30, 2022 (on or before)

The Dean and Interim College Librarian/Director shall inform each applicant of his/her recommendation for reappointment or non-reappointment and schedule conferences, as necessary. In such cases where the Dean and Interim College Librarian/Director does not concur with any recommendation received from the Unit Council, the Dean and Interim College Librarian/Director shall notify the chairperson of the UPC/LPC, the appropriate faculty officer of the Unit Council, and the applicant in writing.

Friday, October 7, 2022 (on or before)

The Dean and Interim College Librarian/Director makes accessible all applications and supporting documentation, the Unit Council's recommendations, the UPC/LPC's recommendations and his/her recommendations, to the Provost/ Vice President of Academic Affairs via the Office of Employee Relations.

Friday, October 28, 2022 (on or before)

The Provost/VPAA shall inform each applicant of his/her recommendation for reappointment or non-reappointment and schedules conferences, as necessary. In such cases where the Provost/VPAA does not concur with any recommendation received from the Unit Council and/or the Dean and Interim College Librarian/Director, the Provost/VPAA shall notify the Unit Council Chairperson and the Dean and Interim College Librarian/Director.

Friday, November 4, 2022 (on or before)

The Provost/VPAA shall confer with the President regarding her recommendations for reappointment/non-reappointment and makes accessible all applications and supporting documentation for each applicant for reappointment to the President.

Friday, November 18, 2022 (on or before)

The President shall inform each applicant not recommended for reappointment of his/her action on nominations taken after consultation with the Provost/VPAA, and he shall schedule conferences as necessary.

2023

Thursday, January 20, 2023 (Tentative)

The appropriate BOT Committee shall meet to discuss the nominations for 4th, 5th and 6th year reappointment.

Monday, January 30, 2023 (Tentative)

The Board of Trustees shall discuss and act on all nominations for 4th, 5th and 6th year reappointment.

Wednesday, February 1, 2023 (on or before)

The President shall notify all applicants for reappointment of the action taken by the President (for non-reappointment) and the Board of Trustees (for reappointment).

* Notify by February 1, 2023 (CURRENT AGREEMENT, Art. XIII, Section C)