

2015 TIMETABLE FOR ACADEMIC/PERSONNEL (CUNY FIRST)/FISCAL MATTERS SECTION COLLEGE SUBMISSIONS FOR CHANCELLOR'S UNIVERSITY REPORTS

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Event Timeline	JAN. 2015	FEB. 2015	APRIL 2015	JUNE 2015	SEP 2015	NOV 2015
Deadline for approval of grants and gifts material for Fiscal Matter section Ivan Nunez at ivan.nunez@mail.cuny.edu by 5:00 pm on this date.	12/15	1/12	3/16	5/11	8/10	10/12
Begin submitting Academic Matters and Fiscal Matters section entries into Stellent AFTER 5:00 P.M. on this date. Please check out your Academic Matters placeholder, paste your content within, save and check in the SAME folder into Stellent	12/22	1/20	3/23	5/18	8/17	10/19
Cut-off for Academic Matters and Fiscal Matters sections entries to Stellent by 5:00 pm on this date.	12/29	1/26	3/30	5/26	8/24	10/26
Review period for both Academic Matters and Fiscal Matters ends on this date. Your material will not publish online until it is reviewed and approved – latest by this date.	1/6	2/3	4/7	6/2	9/1	11/3
Personnel Matters / CUNY First cut-off is at 2:00 p.m. on this date. All actions must have passed Campus AND OFSR reviews.	1/7	2/4	4/8	6/3	9/9	11/4
Deadline for Academic and Fiscal Addendum material due to Hourig/Ruth by noon on this date. All personnel items for Addendum must be input into CUNY First latest by noon on this date.	1/13	2/17	4/21	6/16	9/17	11/10
Addendum report is finalized by 2:00 p.m. Main report sections and Addendum are published online by EOB on this date.	1/15	2/19	4/23	6/18	9/21	11/12
Deadline for Academic and Fiscal Errata material due to Hourig/Ruth by noon on this date. All personnel items for Errata must be finalized in CUNY First latest by noon on this date	1/20	2/24	4/28	6/23	9/24	11/17
Academic, Fiscal and Personnel Errata report is finalized by 2:00 p.m. and published online by EOB on this date.	1/22	2/26	4/30	6/25	9/28	11/19
Presidential certification for ALL sections due to Anthony Vargas, by fax 646-664-3889, or as attachment to email Anthony.vargas@mail.cuny.edu by 5:00 pm on this date.	1/22	2/26	4/30	6/25	9/28	11/19
Board Meeting date	1/26	3/2	5/4	6/29	9/30	11/23