

Eugenio Maria de Hostos Community College
Academic Year 2020-2021 College-Wide P & B Calendar
Spring 2021

DATE	AGENDA	Review Dates
January 26	Spring 2021 Appointments and Substitutes/Budget Presentation	
March 23	1 st Reappointments	February 26 – March 19
April 13	Fellowship Leaves and First Full Year Appointment for Faculty Hired Spring 2021	March 23 – April 9
April 27	Promotions to Associate Professor and Full Professor	March 23 – April 16
May 11	Appointments/CLTs & Adjunct Promotions/Fall 2021 Substitutes/Budget Presentation	April 20 – May 7
ALL MEETINGS WILL BE HELD IN THE OAA CONFERENCE ROOM AT 12:30PM UNLESS OTHERWISE INDICATED (Additional meetings may be scheduled)		

Important Dates:

January 15: DUE in OAA - Material for Spring 2020 full-time appointments and substitute appointments

February 5: DUE in HR – (1) Portfolios for 1st reappointment for faculty hired Fall 2019; (2) Portfolios for promotion to associate professor and full professor
(2/8 – 2/22 Department P&B committees must meet for 1st reappointment of faculty)
(2/8 – 3/8 Department P&B committees must meet for promotion to associate professor)

February 19: DUE in OAA –Portfolios for promotion to full professor

February 23: DUE in OAA – Department P&B committee recommendations for 1st reappointment

March 5: DUE in Departments – Application for faculty fellowship leave
Chairs must notify full-time faculty about the date of the annual evaluation

March 12: DUE in OAA – Department P&B committee recommendations for (1) First full year appointments for faculty hired Spring 2020, with updated CV; (2) Approved faculty fellowship leave applications (by the department and Human Resources); (3) Promotion to associate professor; and Portfolios for 1st reappointment

March 17: DUE in OAA – Portfolios for promotion to associate professor

April 16: DUE in OAA – (1) Department P&B committee recommendations for CLT and adjunct promotions; (2) Portfolios for adjuncts and CLTs (CLTs may choose not to have a portfolio but instead present materials in a different format); (3) Department P&B recommendations for Fall 2021 substitutes

NOTES

- Fellowship applications must be accompanied by supporting documentation for outside projects
- Promotion applications must be accompanied by a Statement of Achievement in the portfolio