

**Eugenio Maria de Hostos Community College
Academic Year 2022-2023 College-Wide P & B Calendar
Fall 2022**

DATE	AGENDA	REVIEW DATES	LOCATION
August 23	Fall 2022 Appointments and Substitutes		Faculty Dining Room
September 20	Portfolio Review Process / Budget Presentation		VIRTUAL
October 18	2 nd and 3 rd Reappointments	Sept. 27 - Oct. 14	Faculty Dining Room
October 25	4 th Reappointments, 5 th Reappointments and 5 th Reappointments with CCE	Oct. 4 – Oct. 21	VIRTUAL
November 8	6 th Reappointments and Fellowship Leaves	Oct. 18 – Nov. 4	Faculty Dining Room
November 22	7 th Reappointments with tenure	Oct. 25 – Nov. 18	VIRTUAL
December 13	Spring 2022 Appointments and Substitutes / Spring Budget Presentation		Faculty Dining Room
ALL MEETINGS WILL BE HELD IN FACULTY DINING ROOM AT 12:30PM UNLESS OTHERWISE INDICATED (Additional meetings may be scheduled)			
Location Information: Faculty Dining Room / C Building (East Academic Complex) / 3 rd Floor			

Important Dates:

August 19: Due in OAA - Material for Fall 2022 full-time appointments and substitute appointments

***September 6:** Due in HR – Portfolios for 2nd, 3rd, 4th and 5th reappointments
(9/7 – 9/22 *Department P&B committees must meet*)

September 23: HR delivers to OAA - Faculty portfolios for 2nd, 3rd, 4th and 5th reappointments
Due in OAA – Department P&B committee recommendations for 2nd, 3rd, 4th and 5th reappointments

***September 27:** Due in HR – Portfolios for 6th reappointment and 7th reappointments with tenure
(9/28 – 10/13 *Department P&B committees must meet*)

September 30: Due in Department – Application for faculty fellowship leave
Chairs must notify full-time faculty about the date of the annual evaluation

October 14: HR delivers to OAA - Faculty portfolios for 6th reappointment & 7th reappointment with tenure
Due in OAA – Department P&B committee recommendations for 6th reappointment and 7th reappointment with tenure
Due in OAA – Approved applications for faculty fellowship leave (signed by Human Resources and Department Chairperson)

December 2: Due in OAA - Material for Spring 2023 full-time and substitute appointments
Due in OAA - Annual evaluation of first-year full-time faculty
Due in OAA - Application for promotion to associate professor and full professor

*Due in HR means the candidates have completely updated their portfolios for their upcoming reappointment

(OVER)

NOTES

- Faculty fellowship leave applications must be accompanied by supporting documentation for outside projects