Eugenio Maria de Hostos Community College
Academic Year 2021-2022 College-Wide P & B Calendar
Spring 2022

DATE	AGENDA	Review Dates
January 25	Spring 2022 Appointments and Substitutes/Budget Presentation	
March 22	1st Reappointments	March 2 – March 18
April 5	Fellowship Leaves and First Full Year Appointment for Faculty Hired Spring 2022	March 16 – April 1
April 26	Promotions to Associate Professor and Full Professor	March 16 – April 15
May 10	Appointments/CLTs & Adjunct Promotions/Fall 2022 Substitutes/Budget Presentation	April 20 – May 6
ALL MEETINGS WILL BE HELD IN THE OAA CONFERENCE ROOM AT 12:30PM UNLESS OTHERWISE INDICATED (Additional meetings may be scheduled)		

Important Dates:

January 14: DUE in OAA - Material for Spring 2022 full-time appointments and substitute appointments

February 4: DUE in HR – (1) Portfolios for 1st reappointment for faculty hired Fall 2021; (2) Portfolios for promotion to associate professor and full professor
(2/7 – 2/18 Department P&B committees must meet for 1st reappointment of faculty)
(2/7 – 3/11 Department P&B committees must meet for promotion to associate professor)

February 18: DUE in OAA –Portfolios for promotion to full professor

February 22: DUE in OAA – Department P&B committee recommendations for 1st reappoint; (2) Portfolios for 1st reappointments

March 4: DUE in Departments – Application for faculty fellowship leave
Chairs must notify full-time faculty about the date of the annual evaluation

March 11: DUE in OAA – Department P&B committee recommendations for (1) First full year appointments for faculty hired Spring 2022, with updated CUNY CV; (2) Approved faculty fellowship leave applications (by the department and Human Resources); (3) Portfolios for promotion to associate professor

April 15: 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 2022 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