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

<table>
<thead>
<tr>
<th>DATE</th>
<th>AGENDA</th>
<th>Review Dates</th>
</tr>
</thead>
<tbody>
<tr>
<td>January 25</td>
<td>Spring 2022 Appointments and Substitutes/Budget Presentation</td>
<td></td>
</tr>
<tr>
<td>March 22</td>
<td>1st Reappointments</td>
<td>March 2 – March 18</td>
</tr>
<tr>
<td>April 5</td>
<td>Fellowship Leaves and First Full Year Appointment for Faculty Hired Spring 2022</td>
<td>March 16 – April 1</td>
</tr>
<tr>
<td>April 26</td>
<td>Promotions to Associate Professor and Full Professor</td>
<td>March 16 – April 15</td>
</tr>
<tr>
<td>May 10</td>
<td>Appointments/CLTs &amp; Adjunct Promotions/Fall 2022 Substitutes/Budget Presentation</td>
<td>April 20 – May 6</td>
</tr>
</tbody>
</table>

**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 reappointment;  
(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