

## Quick Glance - Personnel Action Timetable for Academic Year 2022-2023

Also consult the full University Personnel Action Timetable at [www.csu.edu/apca](http://www.csu.edu/apca). The dates state when materials MUST BE SUBMITTED to the next review level (not later than 5:00 P.M.). **Grey-shaded** dates are **Contract designated reporting dates**. For **Contract** dates occurring on a weekend or holiday, the materials are due on the date indicated in brackets.

Unit A – Faculty							
Action	Apply	Submit	DPC	Chair	Dean	UPC	President
Promotion	9/6/22	9/23/22	10/11/22	10/26/22	11/18/22	12/2/22	1/13/23
PAI	9/6/22	9/23/22	10/11/22	10/26/22	11/18/22	12/2/22	1/13/23
1 <sup>st</sup> Year		1/20/23	1/27/23	2/9/23	2/21/23	3/10/23	4/1/23 [3/31/23]
*2 <sup>nd</sup> , 3 <sup>rd</sup> Yr.		9/9/22	9/29/22	10/14/22	11/8/22	11/22/22	12/15/22
4 <sup>th</sup> , 5 <sup>th</sup> Yr.		1/27/23	2/15/23	3/3/23	3/24/22	4/12/23	5/3/23
Clinical 6+ and Clinical Multi-Year		1/13/23	2/3/23	2/17/23	3/22/23		Provost notifies by 4/21/23
Tenure	Exceptionality 11/29/22	1/13/23	2/3/23	2/17/23	3/22/23	4/5/23	4/25/23 BOT @ May Mtg. Notify prior
Sabbatical & Paid Leaves	10/18/22			11/3/22	11/22/22		12/15/22
Final Four	9/9/22						
Summer Teaching	9/9/22			Courses by 9/20/22	10/5/22	Committee Approves 10/28/22	Provost Approves Rotation by 12/9/22
Faculty Excellence Award		3/3/23					5/2/23
Tenured Faculty Annual Evaluation		1/24/23		2/7/23	3/10/23		4/14/23 [MAC notifications by 4/28/23]
Unit B – Lecturers							
Action	Apply	Submit	DPC	Chair	Dean	UPC	President
Retention – request re-employ	2/15/23			Chair notifies: 3/15/23 Placed on roster: 4/1/23 [3/31/23]	4/14/23		6/9/23
Annual Evaluation		2/7/23		3/21/23	4/14/23		President notifies: 6/9/23
Final Four, Sick Leave Buyout [Full-time]	9/9/22						
Summer Teaching [Full-time]	9/9/22						Committee Approves 11/12/22
Admin. Ed. Leave (Multi Yr. Lecturers)	10/18/22			11/3/22	11/22/22		12/14/22
Unit B - Academic Support Professionals & Unit C – Technical Support Employees							
Action	Apply	Submit	DPC	Chair	Dean	UPC	President
Annual Evaluation	5/1/23			5/5/23	5/25/23		6/15/23
Work Plans	2/9/23	2/7/23		4/6/23	To Provost 5/11/23		Provost Approves 6/1/23
Admin. Ed. and Retraining Leaves (Non-Civil Service)	10/18/22			11/3/22	11/22/22		12/14/22

\*All 2<sup>nd</sup> Year tenure-track faculty apply by Year 2 date including those w/advanced standing - evaluated at higher probationary standard. (08/11/14)