

Faculty Year 1 and Year 2 Faculty Plan			
Faculty Plan in Year 1			
	Faculty: Yr 1	Wed Mar. 19 - Apr. 2	PRC and dean meets with faculty in first year of service by this date to review draft faculty plan, except faculty hired mid-year (January).
Faculty Plan in Year 2			
	Faculty: Yr 2	Fri Oct. 4	Faculty in second year of service must <b>submit draft faculty plan to the PRC by October 4th</b>
	Faculty: Yr 2	Mon Oct. 21	Faculty plans must be submitted to tenured program faculty members (PRC) for their <b>vote and to be sent to the Deans on October 18<sup>th</sup></b> .
	Faculty: Yr 2	Mon Nov. 18	Dean approves plan for faculty members in second year of service. If needed candidate appeals to the Provost. If dean disagrees with the PRC, however, the plan is forwarded to the Provost for an opinion. The Provost renders an opinion as soon as possible, but by <b>December 12th</b> at the latest.
	Faculty: Yr 2	Thu Dec. 12 <i>(if needed)</i>	Provost's opinion of plan due to faculty member. Faculty member may revise plan in accordance with the Provost's opinion in time for file closing for faculty members in second year of service. <b>File closing for faculty members in second year of service is January 3rd.</b>
	Faculty: Yr 2	Fri Jan. 3	Faculty Plan must be uploaded with annual evaluation file by January 3rd