|  |  |
| --- | --- |
| **DATE** | **ACTIVITY** |
| September, 2017 | * The Associate Vice President, Access, Learning and Success (AVP, AL&S) receives and reviews the list of eligible faculty for PIL’s submitted by Human Resources. |
| September, 2017 – mid-October, 2017 | * The AVP, AL&S sends the PIL eligibility list to the Campus President’s Office for review. * The Campus President’s Office reviews the eligibility list for accuracy according to campus records, and confirms that faculty meet PIL eligibility requirements as outlined in the Cuyahoga Community College/AAUP Agreement. Submits any changes to the eligibility list to AVP, AL&S and the Director, HRIS. |
| Friday, October 13, 2017 – Friday, October 20, 2017 | * Upon receipt of the final list, the Campus President’s Office will send notification of eligibility and application guidelines to faculty; Executive Vice President (EVP, AL&S), AVP, AL&S, Deans, and faculty leaders. |
| Friday, December 1, 2017 | * PIL proposals due to the Campus Presidents by faculty |
| Friday, December 22, 2017– Monday, January 1, 2018 | * COLLEGE CLOSED—WINTER BREAK |
| Tuesday, January 2, 2018 | * Campus Presidents send PIL proposals and their recommendations to the EVP, AL&S * A copy of their recommendation letter will also be sent to the AVP, AL&S * For Centers of Excellence, e.g. (Nursing, Creative Arts, Hospitality, Public Safety, IT, and Manufacturing) the Campus President’s Office consults with the respective Deans regarding recommendations. |
| Wednesday, January 3, 2018 | * EVP, AL&S sends PIL proposals to AAUP PIL committee c/o AAUP office on Schaaf Road |
| Thursday, January 4, 2018 - Tuesday, February 13, 2018 | * AAUP PIL committee reviews proposals; makes recommendations to EVP, AL&S, and all supporting documents are returned to EVP’s office |
| Wednesday, February 14, 2018 - Friday, February 23, 2018 | * EVP, AL&S reviews PIL proposals, Campus President’s recommendations and the AAUP PIL Committee recommendations; Submits PIL recommendations to the College President |
| Friday, February 23, 2018 - Tuesday, February 27, 2018 | * College President reviews and approves/disapproves recommendations of the EVP, AL&S |
| March, 2018  Committee/Board Dates:  March 7, 2018 - AL&S Committee Meeting (Tentative)  Thursday, March 22, 2018 – Board Meeting | * The AVP, AL&S prepares and submits resolution to Assess, Learning and Success Committee and to the full Board of Trustees for action * EVP, AL&S sends PIL notification to faculty, Deans and Human Resources. |

***Special Note:*** For Centers of Excellence, e.g. (Nursing, Creative Arts, Hospitality, Public Safety, IT, and Manufacturing) the Campus President’s Office consults with the respective Deans regarding recommendations.