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| **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.
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| 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.
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| 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.
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| Friday, December 1, 2017 | * PIL proposals due to the Campus Presidents by faculty
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| Friday, December 22, 2017– Monday, January 1, 2018 | * COLLEGE CLOSED—WINTER BREAK
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| 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.
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| Wednesday, January 3, 2018 | * EVP, AL&S sends PIL proposals to AAUP PIL committee c/o AAUP office on Schaaf Road
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| 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
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| 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
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| Friday, February 23, 2018 - Tuesday, February 27, 2018 | * College President reviews and approves/disapproves recommendations of the EVP, AL&S
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| March, 2018Committee/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.
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***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.