BRONX COMMUNITY COLLEGE - PERSONNEL AND BUDGET CALENDAR

Fall 2023

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| **DATE** | **REAPPOINTMENTS**  **EFFECTIVE 8/25/2024 - 8/27/2025**  **Tenure Effective 9/1/2024**  **CCE Effective 8/25/2024** | **LEAVE REQUESTS:**  **Full Year: 9/28/2024 – 8/26/2025**  **Fall 2024: 8/28/2024 – 1/24/2025**  **Spring 2025: 1/25/2025 – 6/30/2025** | **COLLEGE-WIDE PERSONNEL & BUDGET MEETINGS** |
| **Thurs.**  **8/31/2023** | Candidates for reappointment (3rd – 5th for Lecturer), (2nd – 4th for Instructors), (2nd – 5th for CLT titles), (2nd – 7th for Assistant Professor, Associate Professor & Professor)  must submit (electronically) an updated brief, an updated CV & supporting documents to their department Chairpersons. |  |  |
| **Mon.**  **9/11/2023** | Department P&B Committee completes actions on 5th - 7th  reappointments for CLT, Lecturer, Assistant Professor & Associate Professor |  |  |
| **Wed.**  **9/13/23** |  |  | **College P & B General Meeting**  **10:00 am – 12:00 pm**  **In Person - Nichols, Room 104** |
| **Mon.**  **9/18/2023** | Department submits to OAA for candidates’ 5th - 7th reappointment (CLT, Instructor, Lecturer, Assistant Professor, Associate Professor & Professor) \*Include one original copy of an updated brief & CV, annual evaluation, any other supporting documents & the department personnel folder for the candidate (scan & send electronically) |  |  |
| **Thurs.**  **9/21/2023** | Department Chairperson sends Department P&B notices of recommendations for 5th - 7th (except 2nd reappointment for Lecturer) reappointment actions for CLT, Instructor, Lecturer, Assistant Professor, Associate Professor & Professor to OAA electronically by COB |  |  |
| **Wed.**  **9/27/2023** |  |  | **College P & B Meeting**  **10:00 am – 2:00 pm**  *7th Reappointment w/ tenure Associate Professor (10)*  *7th Reappointment w/ tenure Assistant Professor (1)*  **In Person - President’s Conference Room**  **Academic Review Committee Meeting**  Reviewing actions and reappointments  3:15 pm – 5:00 pm |
| **Fri.**  **10/13/2023** | Department P&B Committee completes actions on 2nd - 4th  reappointments (except 2nd for Lecturer) for CLT, Lecturer, Assistant Professor, Associate Professor & Professor |  |  |

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| **Tues.**  **10/17/2023** | Department submits to OAA for candidate’s 2nd - 4th reappointment (CLT, Instructor, Lecturer, Assistant Professor, Associate Professor & Professor) \*Include one original copy of an updated brief & CV, annual evaluation, any other supporting documents & the department personnel folder for the candidate (scan & send electronically) |  |  |
| **Thurs.**  **10/20/2023** | Department Chairperson sends Department P&B notices of recommendations for 2nd – 4th (except 2nd reappointment for Lecturer) reappointment actions for CLT, Instructor, Lecturer, Assistant Professor & Associate Professor to OAA  electronically by COB |  |  |
| **Wed.**  **10/25/2023** |  |  | **College P&B Meeting**  10:00 am – 2:00 pm  *6th Reappointment Associate Professor (2)*  *6th Reappointment Assistant Professor (3)*  *5th Reappointment Associate Professor (2)*  **Virtual via Zoom**  **Academic Review Committee Meeting**  Reviewing actions and reappointments  3:15 – 5:00 pm |
| **Fri.**  **10/27/2023** |  | Candidates requesting leaves (Fellowship, Reassignment, Leaves of Absence & Leaves without Pay) for **Fall 2024 or 2024-2025 academic year** must submit application, updated CV & supporting materials to Chairperson (scanned) |  |
| **Wed.**  **11/1/2023** |  |  | **College P&B Meeting**  10:00 am – 2:00 pm  *5th Reappointment Assistant Professor (3)*  *5th Reappointment Lecturer (CCE) (1)*  *5th Reappointment CLT (Tenure) (1)*  *4th Reappointment Assistant Professor (3)*  **Virtual via Zoom**  **Academic Review Committee Meeting**  Reviewing actions and reappointments  3:15 pm – 5:00 pm |

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| **Fri.**  **11/3/2023** |  | Department completes actions on leaves (Fellowship, Reassignment, Leaves of Absence, & Leaves without Pay)  Department submits paperwork for leaves to OAA.  \*Include one original copy of an updated brief & CV, annual evaluation, any other necessary supporting documents & the department personnel folder for the candidate (scan & send electronically) |  |
| **Thurs.**  **11/16/2023** |  |  | **College P & B Meeting**  **10:00 am – 12:00 pm**  *3rd Reappointment Assistant Professor (2)*  *3rd Reappointment Lecturer (1)*  *3rd Reappointment CLT (1)*  *2nd Reappointment Assistant Professor (1)*  *2Nd Reappointment Instructor (2)*  **In Person - President’s Conference Room**  **Academic Review Committee Meeting**  Reviewing actions and reappointments  3:15 – 5:00 pm |
| **Fri.**  **11/17/2023** |  | Department Chairperson notifies candidates & Secretary of College P&B of actions on leave requests. |  |
| **Wed.**  **11/29/23** |  |  | **College P & B Meeting**  **10:00 am – 2:00 pm**  *Fellowship Leaves*  **Virtual via Zoom** |
| **Wed.**  **12/20/2023** |  | ; | **College P & B General Meeting**  **10:00 am – 12:00 pm**  **In Person – Location TBD** |