TIMETABLE for July 1, 2006 and January 1, 2007 FASIP

November 2006 The unit directors must announce a deadline by which librarians who do not wish to be considered for an academic service increment give written notification to the unit director. The announcement shall be made 20 working days in advance of the deadline.

November 17 (by) Program Document Instructions distributed.

December 4 Recommendation Forms for each librarian will be distributed at a workshop presented by Dr. Stubaus.

December 15 The unit’s tenured librarians distribute a statement of specific criteria and their application and elect a PEC

January 15, 2007 Recommendations due to the Director/AUL from the PEC

February 5 The Director/AUL forwards the criteria statement and recommendations to the University Librarian.

February 28 The University Librarian’s recommendations due to Executive Vice President for Academic Affairs.

May 11 (on or around) The President will notify faculty who receive an academic service award.

May 11 (on or around) University Librarian notifies non-awardees.

May 18 FASIP increases in paycheck.

June 29 Retroactive amounts are included in paychecks.