



March 21, 2014

**DEANS AND DEPARTMENT CHAIRS**

RE: Save the Date for Information Session - Academic Personnel Review Process

A workshop intended for Assistant Professors, Assistant Professors of Clinical \_\_, Assistant Professors In Residence, Acting Professors of Law, and Lecturers with Potential Security of Employment to explain the various stages of the review process, the documentation required, and the role and responsibilities of all levels of review.

**Information Session - Academic Personnel Review Process  
Wednesday, May 14, 2014**

7:45 a.m. – 9:00 a.m.

University Club – Main Dining Room

Please have your Assistant Professors, Assistant Professors of Clinical \_\_, Assistant Professors In Residence, Acting Professors of Law, and/or Lecturers with Potential Security of Employment, who are not undergoing promotion or promotion to tenure review this academic year to save the date. A reminder with RSVP information will be E-mailed at the end of April.

Herbert F. Killackey  
Vice Provost

cc: Associate Deans  
Academic Senate Chair  
CAP Chair  
Campus Personnel Officers