



KEAN

EQUITY IN ACTION (EIA) POSTDOCTORAL FELLOWS

Calendar of Activities for Academic Year 2023-2024

For appointment of 2nd Year EIA Fellows to tenure-track positions in AY 2024-2025

Appointment Activity	To be Completed on or Before
1. Faculty member prepares a portfolio that includes a CV, peer observations and student evaluations, statement of teaching interest, current research and scholarly activity, and research plan for the next academic year.	Jan. 5, 2024 (Fri.)
2. Dean compiles the portfolios, consults with Department Chairs, and submits materials to the Provost/Senior Vice President for Academic Affairs.	Jan. 12, 2024 (Fri.)
3. Provost/Senior Vice President for Academic Affairs makes recommendation to the President regarding appointment of the EIA Fellow to a tenure-track position and sends written notification of the recommendation to the candidate.	Jan. 22, 2024 (Mon.)
4. Last day for filing substantive appeal to the President.	Feb. 5, 2024 (Mon.)
5. President forwards nomination to Board of Trustees Academic Policy and Personnel Committee and sends written notification of this nomination to candidate.	Feb. 13, 2024 (Tues.)
6. Board of Trustees receives nomination from its Academic Policy and Personnel Committee and takes action.	March 4, 2024 (Mon.)
7. Last day for formal notification by Board of Trustees to candidate for appointment to a tenure-track position in AY 2024-2025.	March 18, 2024 (Mon.)