

HUNTER

The City University of New York

DATE: January 21, 2022
TO: Department Chairs
FROM: Valeda Dent, Acting Provost & Vice President for Academic Affairs
RE: Distinguished Lecturer & Clinical Professor Reappointments

As you know, Distinguished Lecturer and Clinical Professor reappointments will come before the Faculty Personnel & Budget Committee for discussion on April 5, 2022. In order to meet this deadline, I ask that you follow the steps below.

Department Administrator should open an Interfolio case by **2/7/2022**

Departmental P&B vote on allocated DL/CP lines by **3/18/2022**

Deans to move Interfolio cases to Provost Office by **3/25/2022**

Provost office to move Interfolio cases to FP&B committee by **3/28/2022**

Faculty Personnel and Budget Committee vote on **4/5/2022**

CC: Human Resources
Office of Legal Affairs