

NON-INSTRUCTIONAL FACULTY ASSIGNMENTS COMMITTEE
Timeline for 2022 – 2023 (for 2023 – 2024 awards)

November 7, 2022	Announcement in Tech Times/Academic Affairs inviting faculty to submit proposals and including a timeline for submissions; email to Deans and Chairs with same information
December 5, 2022	Second announcement in Tech Times/Academic Affairs; reminder email to Deans and Chairs regarding deadlines
January 4, 2023	Third announcement in Tech Times/Academic Affairs; reminder email to Deans and Chairs regarding deadlines
January 17, 2023	Suggested Deadline for proposals to Department Chairs
January 27, 2023	Deadline for proposals to Academic Affairs; proposals uploaded to SharePoint
February 10, 2023	Committee meets to recommend recipients
February 20, 2023	Recipients and their Chairs notified
February 23, 2023	Recipients announced in Tech Times