

FMI/SSSI TIMETABLE**ATTACHMENT 2**

October 2	Faculty submit to the department chair three copies of completed Annual Activity Report (for distribution to department, dean, and President or designee. The report shall cover the period July 1, 1999 through June 30, 2000.	Departments responsible for having FMI/SSSI process and structure in place.
October 9		Deadline for SSSI recommendations by the department.
October 16	Departments forward recommendations to college deans.	Deadline for SSSI decision by the dean or equivalent.
October 19	Copies of department recommendations are forwarded to individual faculty members.	
October 26	Deadline for faculty rebuttals of department committee FMI recommendations. (To be submitted to the college dean.)	
October 30		Deadline for SSSI appeals.
November 6	Deans forward to the President or his designee the faculty AARs as well as the recommendations of the dean and departments.	
November 9	Copies of dean's recommendations are forwarded to individual faculty members with a copy to Academic Personnel.	
November 16	Deadline for faculty rebuttals to dean's FMI recommendation. (To be submitted to the Office of Academic Personnel.)	
November 20	President or his designee informs faculty members of his selection of FMI recipients for 1999/00.	
December 5	Deadline for filing of appeals to FMI decisions by the President or his designee.	

FMI awardee list report published and submitted to CFA no later than one month after FMI appeals processed.