Minnesota State University, Mankato
2016-2017 Non-Renewal Timetable
(Article 25, Sections D &E)

No later than:

<table>
<thead>
<tr>
<th>Date</th>
<th>Event Description</th>
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<tbody>
<tr>
<td>29 August 2016</td>
<td>Dean invites non-renewal recommendations from the departments for faculty with</td>
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<td>probationary or non-tenure track (NTT) appointments.</td>
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<tr>
<td>19 September 2016</td>
<td>Department provides to the dean written and signed non-renewal recommendations in</td>
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<td></td>
<td>accordance with Article 5, Section Q, Article 20, Section A, subd. 4, and Article</td>
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<td>22, Section B of the IFO Master Agreement. Any non-renewal recommendations must be</td>
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<td></td>
<td>made after department has completed its review of the faculty member’s Professional</td>
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<td>Development Progress Report (PDR).</td>
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<td>30 September 2016</td>
<td>Dean provides to the Provost and Senior Vice President for Academic Affairs non-</td>
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<td>renewal recommendations and related materials. Non-renoural recommendations must be</td>
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<td></td>
<td>made after the dean has completed a review of the faculty member’s Professional</td>
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<td>Development Progress Report (PDR).</td>
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<td>3 October 2016</td>
<td>Provost and Senior Vice President for Academic Affairs makes recommendations to the</td>
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<td>resident on non-renewal.</td>
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<tr>
<td>10 October 2016</td>
<td>Should a recommendation for non-renewal be made by the department, the dean, or the</td>
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<td>vice president, the president invites the faculty member to meet to discuss the non-</td>
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<td>renewal recommendation(s) before making a decision.</td>
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<tr>
<td>17 October 2016</td>
<td>President meets with the individual faculty member to discuss any non-renewal</td>
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<td>recommendations before making a decision.</td>
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<tr>
<td>21 October 2016</td>
<td>President conveys the decision on non-renewal to the faculty member in writing.</td>
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<td></td>
<td>The written notice shall include reasons for non-renewal.</td>
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</tbody>
</table>

Agreement Language (Article 25 Section D. Non-Renewal of Probationary Faculty):
* For first year faculty, the notice shall be given no later than November 1 of the second academic year.
* For all other faculty, the notice shall be given no later than August 1.