No later than:

<table>
<thead>
<tr>
<th>Date</th>
<th>Action</th>
</tr>
</thead>
<tbody>
<tr>
<td>20 October 2006</td>
<td>Faculty member submits a completed Teaching Scholar Fellowship application and all supporting documentation to the Office of the Vice President for Academic Affairs.</td>
</tr>
<tr>
<td>23 - 25 October 2006</td>
<td>Staff members in the office of the vice president prepare and distribute copies of the Teaching Scholar Fellowship applications to the members of the Faculty Development Sub Meet and Confer.</td>
</tr>
<tr>
<td>26 October – 22 November 2006</td>
<td>Members of the Faculty Development Sub Meet and Confer review the applications, and forward recommendations on the awarding of Teaching Scholar Fellowships for the summer of 2007 to the vice president.</td>
</tr>
<tr>
<td>1 December 2006</td>
<td>Vice president forwards recommendations on Teaching Scholar Fellowship applications to the president.</td>
</tr>
<tr>
<td>8 December 2006</td>
<td>The president makes his decisions on Teaching Scholar Fellowships for the summer of 2007.</td>
</tr>
</tbody>
</table>