

CONTRACT RENEWAL/TENURE PORTFOLIO SUBMISSION REQUIREMENTS

Due Dates:

Fall Semester Start Dates

First, Second and Third Renewal Years

December 7 (College Administration to Vice Chancellor for Academic Affairs, Planning and Research for inclusion in **February** Board Report)

Spring Semester Start Dates

First, Second and Third Renewal Years

August 29 (College Administration to Vice Chancellor for Academic Affairs, Planning and Research for inclusion in **October** Board Report)

Number of Copies Required:

Contract Renewal Portfolios (First and Second Years)	1
Contract Renewal/Tenure Portfolios (Third Year)	1

Submit Required Copies Through Local College Administration To:

Executive Vice Chancellor for Academic Affairs, Planning and Research
District Office