ePAF Submission
Tenure and Promotion
COLLEGE LAB TECH
TWO (2) ePAFs REQUIRED

REAPPOINTMENT WITHOUT A PROMOTION

✓ Reappointment ePAF
  • Complete ePAF with reappointment dates reflecting the instructional start date for the new academic year and ending last day of August. (e.g., 8/27/2014 – 8/31/2014)

✓ Reappointment with Tenure ePAF
  • Complete ePAF with reappointment dates reflecting first day of September of new academic year and ending the last day of August 2049. (e.g., 9/1/2014 – 8/31/2049)

IF THE REAPPOINTMENT INCLUDES A PROMOTION WITH NO DISCRETIONARY STEP INCREASE

✓ Reappointment ePAF
  • Complete ePAF with reappointment dates reflecting the instructional start date for the new academic year and ending last day of August. (e.g., 8/27/2014 – 8/31/2014)
  • Reflect new rank/title in Position Information
  • Reflect salary in the new rank/title at the step closest to but not lower than their current rank’s step

✓ Reappointment with Tenure ePAF
  • Complete ePAF with reappointment dates reflecting first day of September of new academic year and ending the last day of August 2049. (e.g., 9/1/2014 – 8/31/2049)
  • Reflect new rank/title in Position Information
  • Reflect salary in the new rank/title at the step closest to but not lower than their current rank’s step

IF THE REAPPOINTMENT INCLUDES A PROMOTION WITH A DISCRETIONARY STEP INCREASE

✓ Reappointment ePAF
  • Complete ePAF with reappointment dates reflecting the instructional start date for the new academic year and ending last day of August. (e.g., 8/27/2014 – 8/31/2014)
  • Reflect new rank/title in Position Information
  • Reflect salary in the new rank/title at the step closest to but not lower than their current rank’s step PLUS AN ADDITIONAL STEP

✓ Reappointment with Tenure ePAF
  • Complete ePAF with reappointment dates reflecting first day of September of new academic year and ending the last day of August 2049. (e.g., 9/1/2014 – 8/31/2049)
  • Reflect new rank/title in Position Information
  • Reflect salary in the new rank/title at the step closest to but not lower than their current rank’s step PLUS AN ADDITIONAL STEP