**POLICY ON LIBRARIAN MERIT AWARDS**

Appendix A: Timeline

**Important dates for Merit in 2020-2021** **year**

(the year under consideration for merit awards is 2019-2020)

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| July 31, 2020 | By or before this date, librarians should request supervisory evaluations from supervisor and secondary supervisors (if applicable) |
| August 14, 2020 | Candidates’ applications must be turned in to the Director for Administration in the office of the Dean of University Libraries, addressed to the attention of the Merit Committee |
| September 15, 2020 | Supervisors’ evaluations to be turned in to the Director for Administration in the office of the Dean of University Libraries, addressed to the attention of the Merit Committee, with a copy to the librarian |
| November 9, 2020 | The Merit Committee sends recommendations to the Dean of University Libraries via the Director for Administration |
| May 1, 2021  (date set by contract) | “Librarians who have been awarded merit awards shall be informed … by the Provost or other designated University officer”—TAUP contract, Article 21.C.8. |