

UDP SELECTION TIMELINE 2020-21

Sept 30, 2020

Call for UDP nominations (2 openings)

November 20, 2020

Names of nominees conveyed to Amy Hogan

October/November, 2020

Solicit committee nominees (2) from CFA

Confirm committee selection with provost – 2 current UDPs, 1 Faculty Rep (CFA)

Set date for January committee meeting

Send appointment letter to committee members, with date of January meeting

Ask each candidate to select Advocate to speak on their behalf

Contact advocates to confirm meeting attendance and time slots

December 23, 2020

Dossiers due to Amy Hogan (electronic submission to amyhogan@vt.edu).

Provide dossiers to all current ADPs and UDPs to review, with survey for feedback

Provide dossiers to committee members for review

January/February, 2021

Current UDP feedback survey closes; provide report to committee members

UDP Evaluation Committee meets – **January 20 or 27?**

Provost makes recommendations

President approves recommendations

President notifies recipients and candidates not selected

President determines stipend, operating expense amounts

Board of Visitors resolutions are completed – **DRAFTS DUE February 19 (before March BOV)?**

February 26, 2020

FINAL resolutions due to BoV portal

March/April, 2019

UDP appointment resolutions presented to Board of Visitors for approval

President issues award letters

Complete P3A forms

Press release announcement

President's office moves stipend and operating fund moneys to department

President's website updated to reflect changes

April 10, 2021

UDP appointments effective date