

## FACULTY AFFAIRS CONTACT SHEET

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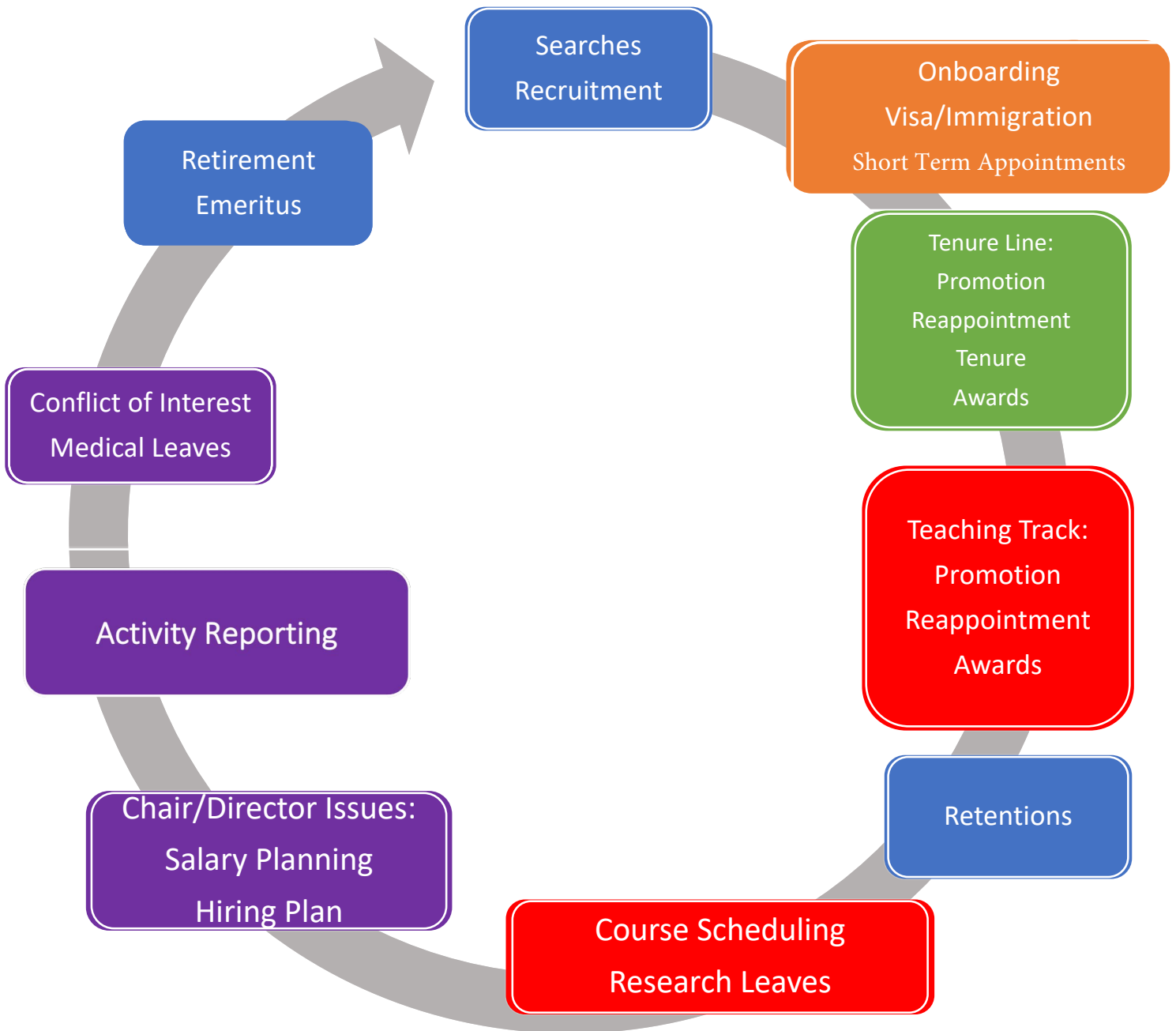
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Email for STA & TTF promo/reappt: [wcas-facultyaffairsadmin@northwestern.edu](mailto:wcas-facultyaffairsadmin@northwestern.edu)

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For Matters relating to	Primary Contact	Secondary Contact
Recruitment & Searches	Jane Corey Holt	Felicia
Onboarding	Quinn Leach	
Visa/Immigration	Quinn Leach	
Promotion & Tenure		
Tenure Line (including extensions)	Elizabeth Kim	Kate
Teaching Track	Tammy Rosner	Kate
Awards	Elizabeth Kim	Kate
Retentions	Jane Corey Holt	Felicia
Elections	Tammy Rosner & Elizabeth Kim	Kate Kate
Appointments:		
Short Term Appointments	Quinn Leach	Tammy
Reappointments (Tenure Line)	Elizabeth Kim	Kate
Reappointments (Teaching Track)	Tammy Rosner	
Chair Appointments	Jane Corey Holt	Tammy
Program Dir Appointments	Tammy Rosner	Jane
Leaves – Medical & Family	Jane Corey Holt	Beth Clifford Smith
Leaves – Research/Academic & Personal	Tammy Rosner	Kate
Teaching Schedules & Expense Authority	Tammy Rosner	Jane
Salary Planning	Jane Corey Holt	Tammy/Felicia
Hiring Plan	Jane Corey Holt	Felicia
Retirement/Offboarding	Felicia	Quinn
General Inquiries	Jane Corey Holt	Tammy

# Faculty Affairs – Weinberg College



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