MyInfoVault v3: Non-Redelegated and Redelegated Actions at Department Location Workflow **[OUTSIDE OF MIV]** Dean's Office(s) Dean's Office(s) sends **IREQUIRED**1 Dean's Office(s) delegated action reviews dossier notification to Department(s) View PDF Upload Secondary Department adds Department Letter Federation Vote and/or Department Peer Group Delete PDF Letter for Federation Letter(s) to [OPTIONAL] Joint Appointment **IREQUIRED**1 Upload dossier Review Period is opened. Review period is Secondary Depart. review Department closed members review the dossier View PDF Delete PDF View Upload Upload Document **IOPTIONAL1 IREQUIRED1** Return for Voting Period is Voting period is corrections opened. closed [REQUIRED] [REQUIRED] **IREQUIRED**1 Department adds/ Secondary Department adds Secondary Department edits Secondary Department sends Secondary reviews dossier Department the completed Department/Division Disclosure Certificate dossier back to the Chief Letter to dossier to dossier Primary Department View PDF [OPTIONAL] [REQUIRED] Upload Review Period is opened. Department adds Extramural Review (Redacted or Non-Redacted) Return for Department review period is corrections Letter(s) to dossier members review the Delete PDF closed dossier Upload [OPTIONAL] Email Department adds any Dept. Letter Federation Notification Vote, Dept. Peer Group Letter for Federation, View PDF [REQUIRED] [OPTIONAL] Rebuttal, Rejoinder, Peer Evaluation of Teaching Upload Voting period Voting Period is opened. Performance, Evaluation Letter of Graduate Group is closed Chair Service, OVCR Evaluation Letter for Department Delete PDF Research Unit Director, Director Evaluation Letter Upload of Clinical Activities, Evaluation Letter of Academic Senate Committee Service, Org Chart to dossier View Document View PDF [REQUIRED] Department adds/ edits Recommended Action Form (RAF) [REQUIRED] [REQUIRED] **[OUTSIDE OF MIV]** Department reviews Department adds/ Department sends the Department sends dossier edits Disclosure Candidate's dossier to delegated action [REQUIRED] Certificate to dossier the Dean's Office notification to Candidate Department adds View PDF Delete PDF Department/Division Upload Upload Chief Letter(s) to dossier Email Notification Return for Candidate corrections [REQUIRED] **[OUTSIDE OF MIV]** [REQUIRED] Candidate sends their Candidate receives Candidate signs dossier to the delegated action Disclosure Certificate Department notification