



PERIODIC EVALUATIONS COMPLETE TIME SCHEDULE AY 2017-2018

TEMPORARY FACULTY

FRI, AUG 4, 2017	Faculty Advancement distributes <i>Faculty Evaluations Master Schedule</i> .
WED, JAN 31, 2018	College RTP Representative must submit the names of periodic evaluation committee members for the department-level evaluation of temporary faculty to Faculty Advancement.
WED, JAN 31, 2018	Deadline by which temporary faculty are notified regarding type of evaluation required (annual or cumulative).
FRI, FEB 9, 2018	Deadline for all temporary faculty undergoing a periodic evaluation to submit their materials to Interfolio.
FRI, MAR 2, 2018	Department/School Peer Review Committee sends periodic evaluations to faculty undergoing an annual or cumulative evaluation; response/rebuttal due 10 days from receipt of evaluation (approximately MAR 12).
TUE, MAR 20, 2018	Department Chair/School Director sends periodic evaluations to faculty undergoing an annual or cumulative evaluation; response/rebuttal due 10 days from receipt of evaluation (approximately APR 2).
WED, APRIL 18, 2018	Dean sends periodic evaluations to faculty undergoing a <i>cumulative</i> evaluation; response/rebuttal due 10 days from receipt of evaluation (approximately APR 30).
FRI, MAY 4, 2018	Department/School files completed evaluations in official Personnel Action Files.