



PERIODIC EVALUATIONS COMPLETE TIME SCHEDULE AY 2017-2018

For probationary faculty in their 1st year, a mentoring meeting with department chair or school director may be requested in lieu of a formal evaluation.

PROBATIONARY FACULTY

FRI, AUG 4, 2017	Faculty Advancement distributes <i>Faculty Evaluations Master Schedule</i> .
MON, SEP 4, 2017	Labor Day Holiday (Campus Closed)
TUE, SEP 12, 2017	RTP/Periodic Evaluation Clinic for Candidates held at the college level.
FRI, SEP 15, 2017	Colleges must submit the names of committee members for the department and college levels of review to Faculty Advancement.
MON, SEP 18, 2017	RTP/Periodic Evaluation Clinic for Candidates held at the college level.
FRI, SEP 22, 2017	Deadline for all faculty undergoing a periodic evaluation to submit their materials to the department.
THU, SEP 28, 2017	RTP/Periodic Evaluation Clinic for Reviewers held at the college level.
FRI, SEP 29, 2017	Materials can be released to the department level of review to begin the periodic evaluation process.
FRI, OCT 13, 2017	Department/School Peer Review Committee sends periodic evaluations to probationary faculty; response/rebuttal due 10 days from receipt of evaluation (approximately OCT 23).
TUE, OCT 17, 2017	RTP/Periodic Evaluation Clinic for Reviewers held at the college level.
FRI, OCT 20, 2017	Dean or designee (department chair or school director) sends periodic evaluations to probationary faculty; response/rebuttal due 10 days from receipt of evaluation (approximately OCT 30).
WED, NOV 1, 2017	Department/School sends completed evaluations to Faculty Advancement to be filed in official Personnel Action Files.

TENURED FACULTY

TUE, JAN 30, 2018	Deadline for all faculty undergoing a periodic evaluation to submit their materials to the department.
TUE, FEB 6, 2018	Materials can be released to the department level of review to begin the periodic evaluation process.
THU, MAR 1, 2018	Department/School Peer Review Committee sends periodic evaluations to tenured faculty; response/rebuttal due 10 days from receipt of evaluation (approximately MAR 12)
MAR 26-MAR 30, 2018	Spring Break and Cesar Chavez Holiday (Campus closed on MAR 30)
MON, APR 2, 2018	Dean or designee (department chair or school director) sends periodic evaluations to tenured faculty; response/rebuttal due 10 days from receipt of evaluation (approximately APR 12)
WED, APR 18, 2018	Department/School sends completed evaluations to Faculty Advancement to be filed in official Personnel Action Files.