



PERIODIC EVALUATIONS FOR TENURED/TENURE-TRACK FACULTY COMPLETE TIME SCHEDULE AY 2021-2022

***Changes to Spring deadlines were made on 1/10/22 as an outcome of discussions with CFA & SDSU.**

PROBATIONARY FACULTY (FALL SEMESTER)

**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.*

- MON, AUG 2, 2021** Faculty Advancement distributes *Faculty Evaluations Master Schedule*. Colleges may begin creating cases in Interfolio.
- FRI, SEP 3, 2021** Colleges must submit the names of peer review committee members for the department and college levels to Faculty Advancement.
- MON, SEP 6, 2021** **Labor Day Holiday (Campus Closed)**
- THU, SEP 23, 2021** **Submission Deadline.** Probationary faculty undergoing a periodic evaluation must submit their material via Interfolio by this date.
- FRI, OCT 22, 2021** **Department/School Peer Review Committee** sends periodic evaluations to probationary faculty; response/rebuttal due 10 days from receipt of evaluation (approximately **NOV 1**).
- FRI, OCT 29, 2021** **Department Chair/School Director** (or designee of the dean) sends periodic evaluations to probationary faculty; response/rebuttal due 10 days from receipt of evaluation (approximately **NOV 8**).
- FRI, DEC 17, 2021** Completed evaluations to Faculty Advancement to be filed in official Personnel Action Files.

TENURED FACULTY (SPRING SEMESTER)

- FRI, DEC 10, 2021** Colleges may begin creating cases in Interfolio.
- MON, FEB 28, 2022** **Submission Deadline.** Tenured faculty undergoing a periodic evaluation to submit their material via Interfolio by this date.
- FRI, MAR 25, 2022** **Department/School Peer Review Committee** sends periodic evaluations to tenured faculty; response/rebuttal due 10 days from receipt of evaluation (approximately **APR 4**).
- MAR 28-APR 1** **Spring Break and Cesar Chavez Day (Campus Closed on MAR 31)**
- FRI, APR 8, 2022** **Department Chair/School Director** (or designee of the dean) sends periodic evaluations to tenured faculty; response/rebuttal due 10 days from receipt of evaluation (approximately **APR 18**).
- FRI, MAY 6, 2022** Completed evaluations to Faculty Advancement to be filed in official Personnel Action Files.