

# TIMETABLE FOR PERIODIC EVALUATION AND PERFORMANCE REVIEW OF INSTRUCTIONAL FACULTY - 2013-2014 AY

APPENDIX 11

|  | Call for FAR | FAR Due | File Access* | Chair/Dept<br>Comm. Eval<br>Due | College<br>Dean/College<br>Eval Comm. Due | University<br>Evaluation<br>Committee Due | VP/Provost Decision Due  |
|--|--------------|---------|--------------|---------------------------------|---|---|--|
| Tenured Faculty<br>(Periodic Eval)   | June 10      | Oct. 4  | Oct. 11      | Nov. 15                         | Dec. 9                                    | N/A                                       | N/A  |
| 2nd Yr. Probationary Faculty<br>(Perf. Rev. - Ret. Only)   | June 10      | Oct. 4  | Oct. 11      | Nov. 18                         | Jan. 10                                   | Jan. 29                                   | Feb. 15 (CBA 13.12)  |
| 4th Year Probationary Faculty<br>(Perf. Rev. - Ret. Only)  | Oct. 2       | Oct. 25 | Nov. 1       | Dec. 9                          | Feb. 17                                   | April 3                                   | May 2  |
| 2nd Yr. Prob Faculty Applying for<br>Early Tenure/Promotion<br>(Performance Review)                |              | Feb. 21 | Feb. 26      | Mar. 13                         | Apr. 14                                   | May 5                                     | **June 1 for Tenure (CBA 13.18)<br>***June 15 for Promotion (CBA 14.9) |
| 3rd, 4th & 5th Yr. Prob. Faculty<br>Applying for Early<br>Tenure/Promotion (Performance<br>Review) | Oct. 16      | Dec. 2  | Dec. 9       | Jan. 27                         | March 18                                  | April 30th                                | **June 1 for Tenure (CBA 13.18)<br>***June 15 (CBA 14.9)               |
| 6th Year Faculty Eligible for<br>Tenure & Promotion<br>(Performance Review)                        | Oct. 16      | Dec. 2  | Dec. 9       | Jan. 27                         | March 18                                  | April 30th                                | **June 1 for Tenure (CBA 13.18)<br>***June 15 for Promotion (CBA 14.9) |
| Tenured Faculty Applying for<br>Promotion<br>(Performance Review)                                  | Oct. 16      | Dec. 2  | Dec. 9       | Jan. 27                         | March 18                                  | April 30th                                | ***June 15 for Promotion (CBA 14.9)                                    |
| 1st, 3rd & 5th Year Prob. Faculty<br>(Periodic Evaluation)   | Jan. 24      | Mar. 13 | Mar. 20      | May 13                          | N/A                                       | N/A                                       | N/A  |
| Full-time Temporary Faculty<br>(Periodic Evaluation)   | Mar. 13      | Apr. 11 | Apr. 18      | May 23                          | N/A                                       | N/A                                       | N/A  |
| Part-Time Temporary Faculty  | N/A          | N/A     | April 30     | June 5                          | N/A                                       | N/A                                       | N/A  |

\*This date shall serve as the specific deadline date at which time the Working Personnel Action File is declared complete per CBA 15.12b

\*\*The President shall officially notify the probationary faculty unit employee of the final decision on the award or denial of tenure no later than June 1. per CBA 13.18

\*\*\*The President shall notify the faculty unit employee in writing of the final decision on the promotion no later than June 15. per CBA 14.9

**Per CBA 15.44 failure to meet deadlines will result in the file being moved to the next level without unsubmitted materials/recommendations**

Revised: 5/10/2013 JYG