

Timetable for Periodic Evaluation of Lecturers - 2022-23 AY

	Call for FAR	FAR Due (If applicable)	File Access**	Chair/Dept Comm. Eval Due	College Dean/College Eval Comm. Due
Department/ college notifies faculty who are scheduled to be reviewed					
Lecturers (FT & PT) with a 1 yr. apt.	Jan. 30	Mar. 6	Mar. 10	May 8	N/A
Full-time Lecturers eligible for an initial 3 year apt OR a subsequent 3 year apt	Jan. 30	Mar. 6	Mar. 10	April 10	May 8
Part-time Lecturers eligible for an initial 3 year apt OR a subsequent 3 year apt	Jan. 30	Mar. 6	Mar. 10	April 10	May 8
All other PT Lecturers If applicable*	Department/ college notifies faculty who are scheduled to be reviewed (If applicable)				
Lecturers (FT & PT)	Jan. 30	Mar. 6	Mar. 10	May 8	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

* A lecturer with a one semester appointment will be evaluated at the discretion of the department chair, appropriate administrator or equivalent. (CBA 15.25)

* A lecturer with a one year appointment will be evaluated in accordance with the periodic evaluation process. (CBA 15.24)

* A lecturer with a three year appointment will be evaluated in the third year of the appointment (CBA 15.29)

* A lecturer eligible for a three year appointment will be evaluated in the academic year preceding the issuance of the three year appointment. (CBA 15.28)

Evaluation Rebuttal Timeline per CBA 15.5: A faculty member may submit a response/rebuttal in writing and/or request a meeting to discuss the recommendation within (10) days after receiving the recommendation.

Revised: 5/16/22 (rt)