

Timetable for Periodic Evaluation of Lecturers - 2025-26 AY

	Call for FAR (If applicable)	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					
All Lecturers with a 1 yr. apt.	Jan. 20	Feb. 9	Feb. 10	Mar. 23	N/A
All Lecturers eligible for an initial 3 year apt OR a subsequent 3 year apt					
	Jan. 20	Feb. 9	Feb. 10	Mar. 23	Apr. 27
All other Lecturers If applicable*	Department/ college notifies faculty who are scheduled to be reviewed	(If applicable)			
All Lecturers	Jan. 20	Feb. 9	Feb. 10	Mar. 23	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: 2/7/25 (rt)