

SUMMARY OF FACULTY EVALUATION DEADLINES 2022-2023

Fall 2022

Previous to fall semester

- For **tenure/promotion** – prior spring, evaluatee and program director prepare ext. eval. lists with rationales; director meets with dean
- For **tenure/promotion** – all materials for evaluation file and e-copies submitted to the Dean by **Friday, July 15**
- For **tenure/promotion** – one class visit should take place previous semester (a second class visit will occur during this fall of evaluation year)
- For **pretenure** and **non-tenure-track CEC evaluations**– all materials to the Dean by **Monday, August 13**
- For **pretenure** and **non-tenure-track CEC evaluations**– two class visits take place previous semester for candidates, due 13th Wed. of spring semester

Early in the fall semester

- By first week of semester, Dean distributes list of faculty scheduled for evaluation and deadlines for submission of written testimonies
- By third week of semester, Dean meets with all DEs, FERC, CEC and Student EPC to review process

On/by this day	Tenure/Promotion Evaluation	Pretenure Evaluation/Non-tenure-track Renewal/Conversion
Third Wednesday <i>September 14</i>		<ul style="list-style-type: none"> • Letters from community to Dean
Fourth Wednesday <i>September 21</i>	<ul style="list-style-type: none"> • Class visits arranged 	<ul style="list-style-type: none"> • Class visits set for S23 evaluatees • EPC report due to file (<i>for pretenure only</i>)
Fifth Wednesday <i>September 28</i>		<ul style="list-style-type: none"> • DEs meet with evaluatee • DEs create draft report for Chair review for 6th Wed. discussion
Sixth Wednesday <i>October 5</i>		<ul style="list-style-type: none"> • Divisional discussions and votes* • DEs create draft report for Chair review for 7th Wed. discussion
Seventh Wednesday <i>October 12</i>		<ul style="list-style-type: none"> • Divisional discussions and votes* • DEs create draft report for Chair review for 8th Wed. discussion
Eighth Wednesday <i>October 19</i>		<ul style="list-style-type: none"> • Divisional discussions and votes*
Ninth Monday <i>October 24</i>	<ul style="list-style-type: none"> • External evaluators secured 	<ul style="list-style-type: none"> • Revised DE report to divisional chair for final review
Tenth Monday <i>October 31</i>		<ul style="list-style-type: none"> • Final DE report due to the Dean's Office for distribution
Eleventh Monday <i>November 7</i>		<ul style="list-style-type: none"> • Evaluatee and chair response due
Thirteenth Wednesday <i>November 23</i>	<ul style="list-style-type: none"> • Class visit reports for S22 due to dean's office • Written testimony from campus community to Dean • EPC report due to file 	<ul style="list-style-type: none"> • Class Visit reports for S22 due to dean's office • FERC and CEC forward cases to President
Fourteenth Wednesday <i>November 30</i>		<ul style="list-style-type: none"> • Evaluatee and chair respond
Fifteenth Wednesday <i>December 7</i>		<ul style="list-style-type: none"> • FERC and CEC meet with President
Sixteenth Wednesday <i>December 14</i>	<ul style="list-style-type: none"> • External evaluator reports due 	<ul style="list-style-type: none"> • President makes decision • Evaluatee has 14 days to respond

*starting from receipt of report after divisional discussions and vote, evaluatee and chair have one week to respond.

SUMMARY OF FACULTY EVALUATION DEADLINES 2022-2023

Spring 2023

Early in spring semester	By first week of semester, Dean distributes list of faculty scheduled for evaluation and deadlines for submission of written testimonies	
On/by this day	Tenure/Promotion Evaluation	Non-tenure-track Renewal/Conversion
<i>January 14</i>		<ul style="list-style-type: none"> All materials from evaluatee due by January 14
Second Wednesday <i>February 8</i>	<ul style="list-style-type: none"> DEs meet with evaluatee DEs create draft report for Chair review for 3rd Wed. discussion 	
Third Wednesday <i>February 15</i>	<ul style="list-style-type: none"> Division discussions and votes* DEs create draft report for Chair review for 4th Wed. discussion 	<ul style="list-style-type: none"> Written testimony from community due
Fourth Wednesday <i>February 22</i>	<ul style="list-style-type: none"> Division discussions and votes* DEs create draft report for Chair review for 5th Wed. discussion 	<ul style="list-style-type: none"> Division discussions and votes* DEs create draft report for Chair review for 5th Wed. discussion Class visits set for F23 evaluatees
Fifth Wednesday <i>March 1</i>	<ul style="list-style-type: none"> Divisional discussions and votes* DEs create draft report for Chair review for 6th Wed. discussion 	<ul style="list-style-type: none"> DEs create draft report for Chair review for 6th Wed. discussion
Sixth Wednesday <i>March 8</i>	<ul style="list-style-type: none"> Divisional discussions and votes* 	<ul style="list-style-type: none"> Divisional discussions and votes*
Seventh Monday <i>March 13</i>	<ul style="list-style-type: none"> Revised DE report to divisional chair for final review 	<ul style="list-style-type: none"> Revised DE report to divisional chair for final review
Eighth Monday <i>March 20</i>	<ul style="list-style-type: none"> Final DE report due to the Dean's Office for distribution 	<ul style="list-style-type: none"> Final DE report due to the Dean's Office for distribution
Ninth Monday <i>March 27</i>	<ul style="list-style-type: none"> Evaluatee and chair responses due 	<ul style="list-style-type: none"> Evaluatee and chair responses due
Thirteenth Wednesday <i>April 26</i>	<ul style="list-style-type: none"> FERC forwards case to President 	<ul style="list-style-type: none"> CEC forwards case to President Class visit reports to dean's office for F23 evaluatees
Fourteenth Wednesday <i>May 3</i>	<ul style="list-style-type: none"> Evaluatee, DEs and chair respond 	<ul style="list-style-type: none"> Evaluatee, DEs and chair respond
Sixteenth Wednesday <i>May 17</i>	<ul style="list-style-type: none"> FERC meets with President 	<ul style="list-style-type: none"> CEC meets with President
<i>June 15-30</i>	<ul style="list-style-type: none"> President makes decision Evaluatee has 14 days to respond 	<ul style="list-style-type: none"> President makes decision Evaluatee has 14 days to respond

*starting from receipt of report after divisional discussions and vote, evaluatee and chair have one week to respond.