

**SCHEDULE OF
TENURE, PROMOTION, ANNUAL PROBATIONARY,
EVALUATION REVIEW DATES
2019-2020**

EVALUATION TYPE	FACULTY TO DRTC	DRTC TO DEAN	DEAN TO URTC	URTC TO PROVOST	PROVOST TO CHANCELLOR	CHANCELLOR TO CANDIDATE
<u>Tenure</u> CBA 9.540	Sept 27, 2019 Friday	Oct 18, 2019 Friday	Nov 20, 2019 Wednesday	Jan 20, 2020 Monday	Feb 14, 2020 Friday	Mar 13, 2020 Friday
<u>Tenure with Promotion</u>	Sept 27, 2019 Friday	Oct 18, 2019 Friday	Nov 20, 2019 Wednesday	Jan 20, 2020 Monday	Feb 14, 2020 Friday	Mar 13, 2020 Friday
<u>Promotion</u> CBA 9.530	Oct 16, 2019 Wednesday	Nov 29, 2019 Friday	Jan 15, 2020 Wednesday	Feb 20, 2020 Thursday	Mar 13, 2020 Friday	April 8, 2020 Wednesday

ANNUAL EVALUATIONS	FACULTY TO DRTC	DRTC TO DEAN	DEAN TO PROVOST	PROVOST TO CHANCELLOR	CHANCELLOR TO CANDIDATE
<u>1st Year Faculty</u>	Jan 10, 2020 Friday	Jan 31, 2020 Friday	Feb 14, 2020 Friday	Feb 24, 2020 Monday	Mar 10, 2020 Tuesday
<u>2 to 5 Years</u>	Jan 10, 2020 Friday	Feb 7, 2020 Friday	Feb 26, 2020 Wednesday	Mar 17, 2020 Tuesday	April 1, 2020 Wednesday

2020 SPRING BREAK – FEBRUARY 29th – MARCH 8th

**SCHEDULE OF
LECTURER, ADJUNCT, FIXED TERM & POST TENURED
EVALUATION REVIEW DATES
2019-2020**

EVALUATION TYPE	FACULTY TO DRTC	DRTC TO DEAN, CHAIR & FACULTY MEMBER	CHAIR TO DEANS	DEANS TO PROVOST	PROVOST TO CHANCELLOR	CHANCELLOR TO CANDIDATE
Lecturer & Adjunct CBA 7.200	Jan 9, 2020 Thursday	Jan 24, 2020 Friday	Jan 31, 2020 Friday	Feb 28, 2020 Friday	Mar 11, 2020 Wednesday	April 1, 2020 Wednesday
Fixed Term CBA 9.630	Jan. 24, 2020 Friday	Feb 7, 2020 Friday	Feb 28, 2020 Friday	Mar 14, 2020 Thursday	Mar 21, 2020 Tuesday	April 1, 2020 Wednesday

CBA 9.633-E Lecturer and Adjunct faculty shall submit materials for review after the first year of their appointment, and if reappointed, they shall do the same for the next four years. After the fifth year, reviews shall be every three years.

- All Lecturer and Adjunct positions are yearly reappointments. If the faculty member is not being evaluated, memos from the DRTC and the Dean to the Provost indicating the faculty member is being reappointed are required.

CBA 9.632 Fixed Term faculty submits documentation to the DRTC who will address their performance according to applicable criteria contained in CBA Section 9.630.

- The DRTC memo and Dean's evaluation memo are to be submitted to the Provost indicating reappointment. The binder is required to accompany the memos.

Performance Review of Tenured Faculty
CBA 9.700

Faculty submits performance report to DRTC by January 22, 2020 CBA 9.710B	DRTC's report to the Dean (30 days) by March 4, 2020 CBA 9.710D	Dean's report to the DRTC & Faculty member (15 days) by March 25, 2020 CBA 9.710D	Dean's report to the Provost by April 1, 2020 CBA 9.710F
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**** Note:** Faculty currently tenured shall be evaluated in the fifth (5th) year after the award of tenure and each fifth (5th) year thereafter. When the year for evaluation of a tenured faculty member occurs, that faculty member shall, **prior to the end of the fifth (5th) day of classes of the spring semester (January 22, 2020)**, submit a written report of his/her performance to the Department Rank and Tenure Committee.

(See section 9.710 of the 2017-2019 CBA for details of written report)