

## Timetable for Periodic Evaluation of Lecturers - 2016/17 AY

	Call for FAR	FAR Due	File Access**	Chair/Dept Comm. Eval Due	College Dean/College Eval Comm. Due
<b>AP notifies faculty who are scheduled to be reviewed</b>					
Full-time Temporary Faculty (Periodic Evaluation)	Mar. 1	Apr. 3	Apr. 17	May 15	Jun 5
	<b>If applicable*</b>	<b>Department/ college notifies faculty who are scheduled to be reviewed</b>	<b>If applicable (based on department)</b>		<b>If applicable,</b>
Part-time Temporary Faculty (Periodic Evaluation)	Mar. 1	Apr. 3	Apr. 17	May 15	Jun 5

\*\* 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 quarter appointment will be evaluated at the discretion of the department chair, appropriate administrator or equivalent. (15.25)

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

\* A lecturer with a three year appointment will be evaluated in the third year of the appointment (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. (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: 5/12/16 (RT)