**CALENDAR FOR EVALUATION AND REAPPOINTMENT**

**OF TENURE-TRACK FACULTY AA/PPS 04.02.01**

**2020-2021 ACADEMIC YEAR**

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| **DATE DUE** | **DUE FROM** | **DUE TO** | **DESCRIPTION** |
| **10/01** | Chair/Director | Departmental/ School Personnel Committee | Inform Department/School Personnel Committee of tenure-track faculty to be reviewed and of the current contract year. |
| **10/2-10/30** | Chair/Director | Department/ School Personnel Committee | Meetings held to review tenure-track faculty who are in the **second contract** year. This is the first review of second year faculty; a more comprehensive review is required in the spring. **EVALUATION YEAR: 2020**  |
| **11/9** | Departmental Personnel Committee | Chair/Director | Submit recommendations for faculty in the **second contract** year. The recommendation shall be ‘Reappoint for One Year, Contract Conditions to be Determine’ or ‘Do Not Reappoint’. |
| **11/16** | Chair/Director | Dean | Submit form for reappointment of faculty in the **second** **contrac**t year.  |
| **11/20** | Chair/Director | 2nd year Tenure-Track Faculty | Inform, in writing, each faculty member in the **second** **contract** year of reappointment action taken during the first review. |
| **12/1** | Dean | Provost | Submit form for reappointment of faculty in the**second** **contrac**t year. |
| **12/14** | Provost | 2nd year Tenure-Track Faculty | Notify, in writing, each faculty member in the **second contract** year who will not be reappointed beyond 5/31 of the current academic year. |
| **1/4** | Chair/Director | Faculty  | Annual Performance Evaluation of Faculty and Post-Tenure Review of all faculty begins and should be completed by **March 1**. Refer to AA PPS 02.04.10 |
| **1/4-1/29** | Chair/Director | Departmental/School Personnel Committee | Meetings held to review tenure-track faculty in the **first** **contract** year. **EVALUATION YEAR: 2020** |
| **2/1** | Departmental/School Personnel Committee | Chair/Director | Submit form for reappointment of faculty in the **first** **contract** year. The recommendation shall be ‘Reappoint for One Year’ or ‘Do Not Reappoint’. |
| **2/8** | Chair/Director | Dean | Submit form for reappointment of faculty in the **first contract** year.  |
| **2/15** | Chair/Director | 1st Year Tenure-Track Faculty | Inform each faculty member in the **first** **contract** year of reappointment action taken. |
| **DATE DUE** | **DUE FROM** | **DUE TO** | **DESCRIPTION** |
| **2/22** | Dean | Provost | Submit form for reappointment of tenure-track faculty in the **first** **contract** year. |
| **3/1** | Provost | 1st Year Tenure-Track Faculty | Notify, in writing, each faculty member in the **first contract** year who will not be reappointed beyond 5/31 of the current academic year. |
| **3/1** | Chair/Director | Faculty | Annual Performance Evaluation of Faculty and Post-Tenure Review of all faculty should be complete. Refer to AA PPS 04.02.10 |
| **3/1-3/26** | Chair/Director | Departmental/School Personnel Committee | Meetings held to review tenure-track faculty in the **second contract** year or inthe **third or subsequent contract** year. **EVALUATION YEAR: 2020-2021** |
| **3/31** | Departmental/School Personnel Committee | Chair/Director | Submit form for reappointment of faculty in the second contract year or in the third or subsequent contract year. The recommendation shall be ‘Reappoint for One Year’ or ‘Do Not Reappoint’. |
| **4/5** | Chair/Director | Dean | Chair shall submit a recommendation to the college dean regarding faculty members in the **second contract** year or in the **third or subsequent contract** year. The recommendation shall be "Reappoint for One Year" or "Reappoint with Terminal Contract." |
| **4/12** | Chair/Director | 2nd and 3rd or Subsequent Year Tenure-Track Faculty | Inform each faculty member in the **second contract** yearor **third** **or subsequent contract** year of reappointment action taken. |
| **4/19** | Dean | Provost | Recommendations for reappointment of faculty in the **second contract** year or in the **third or subsequent contract year**. |
| **5/28** | Provost | Faculty | Notice of terminal contract sent to faculty member. Employment is extended through 5/31 of the next academic year. |

Faculty and Academic Resources 6/20