

## Faculty Evaluation Summary

Appointment	Type of Review	Evaluator	Due dates
Adjunct	Evaluation during first term and once per academic year thereafter	Department Chair	Faculty submits reflection by February 15 or last day of final exams during first term. DC submits evaluation to Provost's office by May 15 for Fall adjuncts and August 15 for Spring adjuncts
Visiting Faculty	First year review Second year review	Department chair	Faculty member submits reflection to DC by February 15 Due to Provost's office by May 15
Assistant Lecturer Assistant Professor of Library	First year review	Department Chair	Faculty member submits reflection to DC by February 15 Due to Provost's office by May 15
Assistant Professor Assistant Professor of Library Assistant Lecturer	Second and Fourth year review	Area Chair /Department Chair	Faculty submits documents to DC by February 15, department letter due to AC by March 15, evaluation due to Provost by May 15
Assistant Professor Assistant Professor of Library Assistant Lecturer	Promotion Review in 6 <sup>th</sup> year	Department chair/P&T	Intent to apply sent to Provost by August 15. Application file due to DC by September 15. DC sends application with department letter to Provost by October 30.
Associate Professor Associate Professor of Library Associate Lecturer	Four-year review	Area Chair/ Department Chair	Faculty submits documents to DC by February 15, department letter due to AC by April 1, evaluation due to Provost by September 30
Associate Professor Associate Professor of Library Associate Lecturer	Promotion Review during or after 8 <sup>th</sup> year at Associate	Department chair/P&T	Intent to apply sent to Provost by August 15. Application file due to DC by September 15. DC sends application with department letter to Provost by October 30