

Timeline Fall Semester

Weeks	Performance Evaluation
1-10	Faculty member prepares evaluation materials based upon the University Guidelines and other Department requirements. Individual evaluation folder is submitted to Department Peer Committee
	Department Peer Review Committee reviews faculty member's evaluation folder and completes Department Peer Review Form. Faculty member's documents are submitted to Department Head.
	Department Head reviews materials from Peer Review committee and completes the appropriate section of Department Peer Review Form. Faculty Activity Report and Evaluation form, Department Peer Review Form, and IDEA evaluations are submitted to Dean.
11-12	Dean reviews materials from Department Head and makes recommendation to Provost. Faculty Activity Report and Evaluation form, IDEA evaluations, Department Peer Review Form, and Dean's recommendation are submitted to Provost.
13-16	Provost reviews Faculty Evaluation materials from Dean and recommends reappointment or non-reappointment.