



ANNUAL REVIEW CALENDAR

EVENT	RESPONSIBLE PARTY	MONTH	DUE DATE
Annual review documents	Individual Faculty	January	31
Goals & objects for upcoming year	Individual Faculty	January	31
Review of achievement of previous year goals and objectives	Individual Faculty	January	31
Peer committee & Dept. Head evaluate annual review documents	Dept. head and committee	February	1-Mar
Teaching load report	Faculty and Dept. head secretary	February	20
Dept. head and faculty annual review and goals meeting	Faculty and Dept. head	March	31
Enhanced evaluations for disagreements with annual review	Faculty and administration	Apr.-Sept.	15-Sept
-	-	-	-
Annual Review of Department	Department head	April	30
-	-	-	-
Teach load report	Faculty and Dept. Head secretary	October	20