



2018.19 Contract, Full-time and Grant Funded Faculty Evaluation Timeline

Fall Semester	
Aug 9	Flex Day Faculty Coach Committee Meeting
August 10	Orientation Meeting for New Faculty
September 7	First Meeting Completed <ul style="list-style-type: none"> - 1st Meeting Form - Confidentiality Agreement - Syllabus Checklist
Weeks 5 – 12	Tasks to complete for 2 nd Meeting: <ul style="list-style-type: none"> - 2 Peer Review (<i>Sept 10 – Oct 5</i>) - 1 Peer Observation completed (<i>Sept 10 – Nov 2</i>) - 2 classes for Student Evaluations (<i>October 8 –26</i>)
November 16	Second Meeting Completed <ul style="list-style-type: none"> - 2nd Meeting form
December 7	The Academic Senate Second Vice President will forward all required materials to the Vice President of Instruction by this date.

Spring Semester (<i>Not Required of Contract III Year 2 Evaluatees</i>)	
Feb 8	Third Meeting Completed <ul style="list-style-type: none"> - 3rd Meeting form
Weeks 5-12	Tasks to complete for 4 th Meeting: <ul style="list-style-type: none"> - 1 Peer Review completed (<i>Feb 11 – March 8</i>) - 2 Peer Observations completed (<i>Feb 11 – April 5</i>) - 1 class for Student Evaluations completed (<i>March 11 – 29</i>) - Self-Evaluation completed (<i>April 5</i>)
May 3	Fourth (Final) Meeting <ul style="list-style-type: none"> - Fourth (Final) meeting form