

**CALENDAR FOR PERIODIC EVALUATION OF TENURED FACULTY
"POST TENURE REVIEW" AY 2023 - 2024**

Due Date¹	Activity	Details
Ongoing	PTR faculty enter their review and evidence of performance in eFaculty's F180 - Resources are located on this web page .	PTR Faculty in eFaculty
NOVEMBER		
Fri, Nov 17	Distribute List, S97-5, and Instructions to Faculty, Chairs, and Deans ² ; <i>PTR faculty enter review and evidence in F180</i>	Faculty Services
JANUARY		
Fri, Jan 5	Remind PTR Faculty of Upcoming Review; <i>PTR faculty enter review and evidence in F180</i>	Faculty Services
Fri, Jan 26	Submit Requests to Postpone PTR Process	PTR Faculty to their Dean and Faculty Services
FEBRUARY		
Fri, Feb 9	Distribute Postponement Approvals	Faculty Services
Fri, Feb 16	Update or Report Department PTR Committee Membership	Chair to Faculty Services
MARCH		
Fri, Mar 8	Submit Post Tenure Review Materials <i>"Regenerate" and Submit Packet. (Faculty Services will lock packets.)</i>	PTR Faculty via eFaculty
Mon, Mar 11	Move Packet to Department Level Reviewers	Faculty Services via eFaculty
APRIL		
Mon, Apr 1	Department Committee Issues Summary of Review	Committee via eFaculty
Tue, Apr 2	Forward Case to Chair	Faculty Services via eFaculty
	Distribute Committee Summary to Chair, Dean, and PTR Faculty	
Apr 3-Apr 16	Chair/Comm. Chair/PTR Faculty - Meeting(s) Discuss Summary (CBA 15.36)	Chair/Comm. Chair and PTR Faculty
Wed, Apr 17	Submit Chair Summary (if applicable)	Chair via eFaculty
Thu, Apr 18	Final Department Level Summary(ies) Sent to PTR Faculty	Faculty Services via eFaculty
Mon, Apr 29	Optional Response to Department Level Summaries Due	PTR Faculty via eFaculty
Tue, Apr 30	Move Packet to College Level	Faculty Services via eFaculty
MAY		
Apr 30	Dean and PTR Faculty Discuss Review and Summary (CBA 15.36)	Dean and PTR Faculty
Tue, May 7	College Level Reviewer Submits Comments	College Reviewer via eFaculty
Wed, May 8	College Level Comments Sent to PTR Faculty	Faculty Services via eFaculty
Tue, May 14	Optional Response to College Level Summaries Due	PTR Faculty via eFaculty
Wed, May 15	PTR Review and Summary to PAF	Faculty Services

¹ All deadlines are 5:00pm unless Faculty Services approves modifications.

² Academic terms herein, such as "Chair," "Dean," "Department," and "College," also refer to titular and organizational equivalents.

Note: Faculty Services prepared this calendar following CFA-CSU CBA and University Policies. Send inquiries to eFaculty@sjsu.edu.