**TIMETABLE FOR PERIODIC EVALUATION AND PERFORMANCE REVIEW**  
2021/22

<table>
<thead>
<tr>
<th>REVIEW TYPE</th>
<th>WPFA DUE</th>
<th>PRE-REVIEW FOR COMPLETENESS</th>
<th>PEER REVIEW COMMITTEE (PRC) REVIEW PERIOD</th>
<th>DEAN REVIEW PERIOD</th>
<th>COF Administrative Day*</th>
<th>Recommendation letter delivered to candidate electronically</th>
<th>End of rebuttal/response period</th>
</tr>
</thead>
<tbody>
<tr>
<td>Periodic Evaluation (typically 1st, 3rd, and 5th year)</td>
<td>JAN 24 25 26 FEB 01 02-03 07 Days</td>
<td>FEB 10 11 10 MAR 11</td>
<td>MAR 14 30 11 APR 12 MAY 09 MAY 11 MAY 23 JUN 02</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
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<tr>
<td>2nd &amp; 4th year Retention</td>
<td>AUG 24 25 26 SEP 01 02-03 07 Days</td>
<td>SEP 10 13 OCT 11 OCT 12 OCT 10 NOV 03 NOV 04 DEC 06 DEC 07 DEC 20 JAN 06</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
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<tr>
<td>2nd &amp; 4th year Early Promotion &amp; Tenure</td>
<td>Use above timeline for 2nd &amp; 4th year Retention and continue with the following P&amp;T Committee/President schedule:</td>
<td></td>
<td>JAN 01 MAR 02 MAR 03 MAR 14 MAR 15 MAR 28 MAR 30 APR 04 APR 05</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
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<tr>
<td>Tenure and/or Promotion (Excluding 2nd &amp; 4th year Early P&amp;T above)</td>
<td>AUG 24 25 26 SEP 01 02-03 07 Days</td>
<td>SEP 10 13 OCT 11 OCT 12 OCT 10 NOV 03 NOV 04 DEC 13 DEC 14 DEC 15 JAN 02 FEB 03 MAR 16</td>
<td>MAR 17 MAR 18 APR 04 APR 11 APR 14 APR 18 APR 19</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
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<tr>
<td>Periodic Evaluation of Tenured Faculty</td>
<td>MAR 01 MAR 02 MAR 29MAR 01</td>
<td>APR 02 APR 27 APR 28 APR 29</td>
<td>Meeting with PRC Chair and Dean to be completed by the end of semester on Thursday, May 26th.</td>
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**Holidays/Breaks:**
- **Labor Day** SEP 06
- **Veteran’s Day** NOV 11
- **Thanksgiving** NOV 25 - 26
- **Winter Holiday/Break** DEC 23 - JAN 18
- **Martin Luther King Jr.** JAN 17
- **Spring Break** MAR 21 - MAR 26
- **Cesar Chavez Day** MAR 31

- **Campus Holidays are NOT counted in the number of "work" days.**

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* Custodian of File (COF) Administrative Day

** Candidate may submit a rebuttal/response within 10 days of receipt of the recommendation.

*** Reviewing committee/administrator may submit response within 10 days of receipt of a candidate's response/rebuttal.

**** Multi-level Meeting to be held within 7 days after designated deadline for the Candidate to respond to the P&T Committee's decision.

Saturday December 18, 2021 and May 14, 2022 are included as faculty work days per the Academic Calendar.