

CALENDAR FOR PERIODIC EVALUATION OF PROBATIONARY FACULTY "MINI REVIEW" AY 2024 - 2025		
Due Date ¹	Activity	Details
AUGUST		
Fri, Aug 23	Notify Probationary Faculty of Mini Review <i>Candidates have responsibility to assemble evidence of their performance in eFaculty, Faculty 180 Activities, to facilitate a quality assessment of their progress toward promotion and/or tenure.</i>	Faculty Services Candidates in Faculty180
JANUARY		
Fri, Jan 3	Notify Probationary Faculty of Mini Review <i>Candidates have responsibility to assemble evidence of their performance in F180, and to submit the ASA-P and supporting evidence.</i>	Faculty Services Candidates in Faculty180
Fri, Jan 24	All Mini Review Cases Created; Departments Assist Faculty	Faculty Services via eFaculty
FEBRUARY		
Fri, Feb 7	Submit ASA-P and Supporting Material <i>"Regenerate" and Submit the Packet. (FS will lock Packets.)</i>	Candidate via eFaculty
Mon, Feb 10	Move Packet (Dossier) to Department² Level Reviewers	Faculty Services via eFaculty
MARCH		
Fri, Mar 7	Committee Submits Evaluation ³ if Department Chair is Writing a Separate Evaluation. <i>Committee is allowed to submit each case earlier than this deadline.</i>	Committee via eFaculty
Fri, Mar 14	Submit Chair Evaluation (if Chair is Writing a Separate Evaluation)	Chair via eFaculty
	Submit Department Level Evaluation(s)	Chair/ Comm. via eFaculty
Mon, Mar 17	Department Level Evaluation(s) Sent to Candidates	Faculty Services via eFaculty
Thu, Mar 27	Optional Response to Department Level Evaluation(s) Due	Candidate via eFaculty
Fri, Mar 28	Move Packet (Dossier) to College Level Evaluator	Faculty Services via eFaculty
APRIL		
Mon, Apr 28	Submit College Level Evaluation	College Evaluator via eFaculty
Tue, Apr 29	College Level Evaluation Sent to Candidates	Faculty Services via eFaculty
MAY		
Fri, May 9	Mini Review Materials Filed to PAF	Faculty Services via eFaculty

Color Legend

Candidate	Chair
Dept. Committee	College Committee

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.

³ Note: eFaculty deadlines reflect review-level closeout dates. Committees should adhere to any earlier dates set in this calendar. Note: Faculty Services prepared this calendar following CFA-CSU CBA and University Policies. Send inquiries to eFaculty@sjsu.edu.