

CALENDAR FOR PERIODIC EVALUATION OF TENURED FACULTY "POST TENURE REVIEW" AY 2024 - 2025		
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
AUGUST		
Fri, Aug 23	Distribute List, S97-5, and Instructions to Faculty, Chairs, and Deans ² ; <i>PTR faculty enter review and evidence in F180</i>	Faculty Services
NOVEMBER		
Fri, Nov 22	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 3	Remind PTR Faculty of Upcoming Review; <i>PTR faculty enter review and evidence in F180</i>	Faculty Services
Fri, Jan 24	Deadline to Submit Requests to Postpone PTR Process	PTR Faculty email to Dean and FS (efaculty@sjsu.edu)
FEBRUARY		
Fri, Feb 7	Deadline to Distribute Postponement Approvals	Faculty Services
Fri, Feb 14	Update or Report Department PTR Committee Membership	Chair to Faculty Services
Mon, Feb 17	All PTR Cases Created for Reviewers; Departments Assist Faculty	FS staff; Departments
MARCH		
Fri, Mar 7	Submit Post Tenure Review Materials <i>"Regenerate" and Submit Packet. (Faculty Services will lock packets.)</i>	PTR Faculty via eFaculty
Mon, Mar 10	Move Packet to Department Level Reviewers	Faculty Services via eFaculty
Mon, Mar 31	Department Committee Issues Summary of Review	Committee via eFaculty
APRIL		
Tue, Apr 1	Forward Case to Chair	Faculty Services via eFaculty
	Distribute Committee Summary to Chair, Dean, and PTR Faculty	
Wed, Apr 2	Begin Chair/Comm. Chair/Dean/PTR Faculty - Meeting(s) Discuss Summary (CBA 15.36)	Chair/Comm. Chair/ Dean and PTR Faculty
Wed, Apr 16	Submit Chair Summary (if applicable)	Chair via eFaculty
Thu, Apr 17	Final Department Level Summary(ies) Sent to PTR Faculty	Faculty Services via eFaculty
Mon, Apr 28	Optional Response to Department Level Summaries Due	PTR Faculty via eFaculty
Tue, Apr 29	Move Packet to College Level for Dean's Review	Faculty Services via eFaculty
	Continuation Period for Dean and PTR Faculty Discuss Review and Summary (CBA 15.36)	Dean and PTR Faculty

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.

MAY		
Thu, May 8	Dean's Comments Submitted	Dean via eFaculty
Fri, May 9	Dean's Comments Sent to PTR Faculty	Faculty Services via eFaculty
Thu, May 15	All PTR Materials Filed to PAF	Faculty Services

Color Legend

Candidate
Dept. Committee
Chair
College Committee