

## **ANNUAL EVALUATION REVIEW ACTIVITY SCHEDULE SPRING 2026**

Office of the Provost  
*(This schedule is subject to change or modification as necessary)*

<b>DEADLINE</b>	<b>ACTION</b>
NLT March 13	Faculty members submit their completed evaluation portfolio in Watermark.
NLT April 7	The department chair conducts meetings with faculty members and posts evaluations in Watermark.
NLT April 13	The faculty member acknowledges the completed evaluation in Watermark.
NLT May 8	The college dean approves completed evaluations in Watermark.

## **ADJUNCT FACULTY ANNUAL EVALUATION REVIEW ACTIVITY SCHEDULE SPRING 2026**

Office of the Provost  
*(This schedule is subject to change or modification as necessary)*

<b>DEADLINE</b>	<b>ACTION</b>
NLT April 7	Faculty members submit their evaluation in Watermark.
NLT April 24	The department chair conducts meetings with faculty members and posts evaluations in Watermark.
NLT May 1	The faculty member acknowledges the completed evaluation in Watermark.
NLT May 15	The college dean approves completed evaluations in Watermark.