

ANNUAL EVALUATION REVIEW ACTIVITY SCHEDULE SPRING 2022

Office of the Provost

(This schedule is subject to change or modification as necessary)

DEADLINE

No Later Than (NLT)
March 10

NLT March 11

NLT April 8

NLT April 11

NLT May 13

ACTION

Faculty members submit completed E-Portfolio to Blackboard course.

Blackboard course opens for Department Chair review.

Department Chair conducts meeting with faculty member, posts evaluation to the Blackboard course, and provides copy of evaluation to faculty member outside of Blackboard

Blackboard course opens for College Dean review.

College Dean post evaluation report to Blackboard course and provides copy of evaluation to faculty member outside of Blackboard.