

2019 FACULTY EVALUATION SCHEDULE

Task	Deadline
1. Students complete course evaluations	4/26/19
2. Supervisor completes observation and responsibilities	5/3/19
3. Faculty add comments to the observation and responsibilities	5/7/19
4. Final appraisal/evaluation conference	5/17/19
5. Faculty must submit final evaluation conference document with electronic signature	5/22/19
6. Supervisor must submit final evaluation conference document with electronic signature	5/24/19