

Timeline for Full- Time Lecturer Evaluations with  
One-Year or Three-Year Appointments  
Spring Semester 202

Procedures

1. The department peer review committee is formed. When practicable, the committee shall be identical to the department RTP committee from the Fall. (See the procedures specified in the RTP Policy)
2. The lecturer may ask tenured/tenure-track peers to provide written input or review on behalf of the lecturer. The lecturer may submit this input or review to his/her department chair.
3. The lecturer may submit his/her Annual Self Assessment (Senate Policy 28, Appendix A), a copy of his/her appointment letter, and other evaluative material to his/her department chair and his/her department peer review committee.
4. The department chair completes the Department Chair's Annual Evaluation (Senate Policy 528, Appendix B) and forwards the evaluation to the appropriate Academic Dean and gives a copy to the lecturer.
5. The department peer review committee completes the Department Peer Review Committee's Evaluation (Senate Policy 528, Appendix C) and forwards the evaluation to the appropriate Academic Dean and gives a copy to the lecturer.
6. The lecturer may write a response to the department chair's evaluation and/or the department peer committee's evaluation. The lecturer shall give the response to the appropriate Academic Dean and provide a copy of the response to the department chair and/or the chair of the peer review committee.
7. The appropriate Academic Dean completes the appropriate portions of the Department Chair's Evaluation and the Department Peer Review Committee's Evaluation. If the Dean does not concur