TIMETABLE FOR PERIODIC EVALUATION AND PERFORMANCE REVIEW

FINAL - 2026/27

	WPAF DUE	COF Administrative Review Period *	PRE-REVIEW FOR COMPLETENESS PERIOD		COF Administrative Review Period *	Candidate makes requested modification no later than	PEER REVIEW COMMITTEE (PRC) REVIEW PERIOD		Recommendation letter delivered to candidate	End of rebuttal/ response period **	End of PRC response period ***	DEAN REVIEW PERIOD		Recommendation letter delivered to candidate	End of rebuttal/ response period **	End of Dean's response period ***	PROMOTION & TENURE COMMITTEE (PTC) REVIEW PERIOD		Recommendation letter delivered to candidate	End of rebuttal/ response period **	End of PTC response period ***	Multi-level Meeting ****		Multi-level Responses Due	PRESIDENT OR DESIGNEE REVIEW PERIOD	
REVIEW TYPE			Begins	Ends		Ends	Begins	Ends		Ends	Ends	Begins	Ends		Ends	Ends	Begins	Ends		Ends	Ends	Begins	Ends	Ends	Begins	Decision Due
Periodic Evaluation (1st, 3rd & 5th Year)	Jan	Jan	Jan	Jan	Jan	Feb	Feb	Mar	Mar	Mar	Mar	Mar	Apr	Apr	May	May	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	**N/A**
	20	21	22	28	29	5	8	5	8	18	29	30	27	28	10	20										
			7 Days			7 Days	20 Work Days		10 Days		10 Days	20 Work Days		10 Days		10 Days										
2nd & 4th Year Retention	Aug	Aug	Aug	Sep	Sep	Sep	Sep	Oct	Oct	Oct	Nov	Nov	Dec	Dec	Dec	Dec	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	Jan	**Feb 12**
	25	26	27	2	3	11	14	9	12	22	2	3	3	4	14	24									2	
			7 Days			7 Days	20 Work Days		10 Days		10 Days	20 Work Days		10 Days		10 Days									30 Work Days	
Promotion & Tenure, Tenure and Promotion to Full																										**Tenure Jun 1**
	Aug	Aug	Aug	Sep	Sep	Sep	Sep	Oct	Oct	Oct	Nov	Nov	Dec	Dec	Dec	Jan	Jan	Mar	Mar	Mar	Mar	Mar	Mar	Apr	Apr	**Promotion Jun 15**
	25	26	27	2	3	11	14	9	12	22	2	3	10	11	21	6	20	2	3	15	29	16	29	13	19	
			7 Days			7 Days	20 Work Days		10 Days		10 Days	25 Work Days		10 Days		10 Days	30 Work Days		10 Days		10 Days	7 days		10 W Dys	30/40 Work Days	
Periodic Evaluation of Tenured Faculty (PETF)	Mar	Mar					Mar	Mar	Apr			Apr	Apr	May	Meeting with PRC Chair and Dean to be completed by the end of semester on											
	1	2					3	30	1			1	30	1	**Thursday, May 27, 2027**											
							19 Work Days					21 Work Days														

Faculty Holidays/Breaks:

Labor Day	Sep 07
Veteran's Day	Nov 11
Thanksgiving	Nov 26 - Nov 27
Winter Holiday/Break	Dec 24 - Jan 19
Martin Luther King Jr.	Jan 18
Spring Break	Mar 22 - Mar 27
State Holiday	Mar 31
Memorial Day	May 31

* **Custodian of File (COF) Administrative Day**

** **Candidate may submit a rebuttal/response within 10 days of receipt of the recommendation (CBA Art. 15.5)**

*** **Reviewing committee/administrator may submit response within 10 days of receipt of a candidates response/rebuttal (CSUSM RTP Policy)**

**** **Multi-level Meeting to be held within 7 days after designated deadline for the Candidate to respond to the PTC recommendation (CSUSM RTP Policy)**

Saturday, Dec 13 and Saturday, May 9 are included as faculty work days per the Academic Calendar

Days in red are per CBA/RTP Policy

Days in blue are per Campus practice

Campus Holidays are NOT included in days counted.