

## UAF Faculty Annual Evaluation Schedule

*For tenure-track faculty and for non-tenure track faculty within their first three years.\*  
This includes research faculty, clinical faculty, term faculty, post-docs, and research associates.*

<b>Date</b>	
October 9	Faculty submit completed Annual Activity Reports.
January 17	<p>Dean/Director evaluations are completed and distributed to faculty.</p> <p>For faculty with joint appointments, the dean will arrange a review schedule that assures that all appropriate administrators participate in a written evaluation of the faculty member, and that the faculty is given an opportunity to review and respond to the evaluation. The dean will inform the faculty member of these arrangements.</p> <p>Upon the request of the faculty member, or at the discretion of the dean/director, the dean/director will meet with the faculty member to review performance.</p>
January 24	Faculty responses to dean/director evaluations due.

*\*Per UNAC CBA 9.2.6:* MAU rules and procedures shall provide for a performance evaluation process for non-tenure track unit members. Non-tenure-track unit members shall be evaluated annually during their first three years of employment at the university, then no less often than every three years, or upon a written request for an annual evaluation by the unit member to their dean or director.

The UAFT CBA refers to the evaluation policies in *UAF Regulations for the Appointment and Evaluation of Faculty (III.F.1)*: There will be annual evaluations of all untenured faculty members holding academic rank. Each faculty member shall submit a professional activities report to the campus director of college/school dean according to a schedule announced by the provost. ... The evaluations performed by the campus director or college/school dean shall include explicit statements on progress toward meeting criteria for tenure and promotion. ... The director or dean shall provide a copy of a written evaluation to the faculty member. In the case of a faculty member having a joint appointment, the dean will coordinate the review and recommendation with the director as appropriate.

*UAF Regulations for the Appointment and Evaluation of Faculty (III.H.1)*: Evaluation of Faculty with Special Academic Rank: The college/school dean or institute director shall require an annual activities report of a faculty member who has an appointment renewed beyond the initial year of appointment. The review process outlined above for faculty of academic rank shall apply.