



02.01.03

Academic Affairs

January, 2001

To have one report period each year that would avoid unnecessary duplication of material and is compatible with other annual processes

April 1, {Year} –March 31, {Year}

April 1, 2022 to March 31, 2023
Would include: Summer 2022
Fall 2022
Spring 2023

Faculty Activity Reports
Annual Evaluations

June 1
June 1

Scorecards

July 1 or date specified by
the provost

Deans and Department Chairs will specify March 31 as the cut-off date for publications and other information to be entered into Faculty Activity Reports. The Faculty Activity Report includes the entire Student Instructor Evaluations (SIEs) including student comments from the previous calendar year. This reporting period will provide the necessary data to make annual salary recommendations (the past summer, spring, and fall) and faculty who are up for promotion and/or tenure decisions will add information from the current summer to complete their academic record.

