

MEMORANDUM



TO: Deans and Chairs
FROM: Office of the Provost
DATE: March 30, 2018
SUBJECT: 2018 Sustained Performance Review Schedule

The schedule for the 2018 Sustained Performance Review process is outlined below:

Notification of faculty who are eligible for <u>sustained performance review</u> in Spring 2018 e-mailed to chairs and deans:	February 19, 2018
Chairs submit sustained performance reviews using Panther180:	February 22 – August 13 th , 2018
Faculty Response Period to Sustained Performance Review:	August 14 th - September 14, 2018
Chair and Committee review prepares and submits Performance Improvement Plan for <u>Unsatisfactory Evaluations ONLY</u> :	August 14 – August 31, 2018
Finalize Sustained Performance Reviews	August 31, 2018