

**Submission Deadlines are 5pm**

Due Date <sup>1</sup>	Activity	Details
Ongoing	PTR faculty enter their review and evidence of performance in eFaculty's F180 - Resources are located on this <a href="#">web page</a> .	PTR Faculty in eFaculty
<b>AUGUST</b>		
Fri, Aug 22	Distribute List, <a href="#">S97-5</a> , and instructions to faculty, Chairs, and Deans <sup>2</sup> ; <i>PTR faculty enter review and evidence in F180</i>	Faculty Services
<b>NOVEMBER</b>		
Fri, Nov 21	Distribute List, <a href="#">S97-5</a> , and instructions to faculty, Chairs, and Deans; <i>PTR faculty enter review and evidence in F180</i>	Faculty Services
<b>JANUARY</b>		
Fri, Jan 2	Remind PTR faculty of upcoming review; <i>PTR faculty enter review and evidence in F180</i>	Faculty Services
Fri, Jan 23	Deadline to submit requests to postpone PTR process	PTR Faculty email to Dean and FS ( <a href="mailto:efaculty@sjsu.edu">efaculty@sjsu.edu</a> )
<b>FEBRUARY</b>		
Fri, Feb 6	Deadline to distribute postponement approvals	Faculty Services
Fri, Feb 13	Update or report department PTR committee membership	Chair to Faculty Services
Mon, Feb 16	All PTR cases created for reviewers; Departments assist faculty	FS staff; Departments
<b>MARCH</b>		
<b>Fri, Mar 6</b>	<b>Submit Post Tenure Review Materials</b> <b>5pm submission deadline</b> <i>"Regenerate" and submit packet. (Faculty Services will lock packets.)</i>	PTR Faculty via eFaculty
<b>Mon, Mar 9</b>	<b>Move Packet to Department Level Reviewers</b>	Faculty Services via eFaculty
Mon, Mar 30	Department committee issues summary of review	Committee via eFaculty
<b>APRIL</b>		
Tue, Apr 1	Forward case to Chair	Faculty Services via eFaculty
	Distribute committee summary to Chair, Dean, and PTR faculty	
Thu, Apr 2	Begin Chair/Comm. Chair/Dean/PTR Faculty - Meeting(s) discuss summary ( <a href="#">CBA 15.36</a> )	Chair/Comm. Chair/Dean and PTR Faculty
Wed, Apr 15	Submit Chair summary (if applicable)	Chair via eFaculty
<b>Thu, Apr 16</b>	<b>Final Department Level Summary(ies) Sent to PTR Faculty</b>	Faculty Services via eFaculty
Mon, Apr 27	Optional response to department level summaries due	PTR Faculty via eFaculty
<b>Tue, Apr 28</b>	<b>Move Packet to College Level for Dean's Review</b>	Faculty Services via eFaculty
	Continuation period for Dean and PTR faculty discuss review and summary ( <a href="#">CBA 15.36</a> )	Dean and PTR Faculty
<b>MAY</b>		
Thu, May 7	Dean's comments submitted	Dean via eFaculty
<b>Fri, May 8</b>	<b>Dean's Comments Sent to PTR Faculty</b>	Faculty Services via eFaculty
Thu, May 14	All PTR materials filed to PAF	Faculty Services

**Color Legend**

Candidate
Dept. Committee
Chair
College Committee

<sup>1</sup> All deadlines are 5:00pm unless Faculty Services approves modifications.

<sup>2</sup> Academic terms herein, such as "Chair," "Dean," "Department," and "College," also refer to titular and organizational equivalents.

\*Note: Faculty Services prepared this calendar following CFA-CSU CBA and University Policies. Send inquiries to [efaculty@sjsu.edu](mailto:efaculty@sjsu.edu).

\*Note: The CBA does not provide a 10 day optional response for decisions