May 15, 2019

To: Department Chairs

From: Greg Frazier

 Senior Associate Dean

Re: Schedule for 2019-2020 Comprehensive Periodic Evaluation (post-tenure review)

Here is the schedule of due dates for the **Comprehensive Periodic Evaluation** process for 2019-2020. (Part of the routing process may be done using Digital Measures, depending on when UTA rolls out that functionality.)

 Nov 4 Faculty should submit their CPE materials (Digital Measures) to Department Chair.

 Follow Provost’s format instructions at

 <http://www.uta.edu/provost/administrative-forms/comprehensive-performance/index.php>

 Materials should include:

 -- Current and complete CV

 -- Report of professional accomplishments (during review period)

 -- Copies of publications (during review period)

 -- Summary of all teaching evaluations (SFS and COB; during review period)

 -- Peer evaluations of teaching (during review period; if available)

 -- All annual performance review reports (during review period)

 -- Other materials that the faculty member thinks are relevant to the review or that the department requires

 Dec 2 Initial evaluation should be completed by Dept. Chair or CPE Committee (varies by dept.)

 Feb 3 Department should submit all CPE materials to Dean.

 Mar 2 Dean submits CPE materials to Provost.

Faculty who are scheduled for a Comprehensive Periodic Evaluation in 2019-2020:

 ACCT Tom Hall (waived if endowed chair review approved by President)

 FINA David Diltz

 ISOM Radha Mahapatra

 MARK Larry Chonko

 Traci Freling