

EVALUATION CALENDAR

Schedules of Personnel Evaluations 2024-2025

Full-Time and Part-Time Faculty Evaluations

Forthcoming

Administrators and Unclassified Personnel Evaluations

Feb. 24, 2025 Begin evaluations of all administrators and unclassified personnel.
May 26, 2025 Evaluations submitted to appropriate Dean/Executive Dean/Vice Chancellor
No later than June 26, 2025 Evaluations submitted to Human Resources

Civil Service Classified Personnel Evaluations

Information regarding evaluation of classified employees is available on the [Classified Employees Performance Evaluation System \(PES\)](#) web page.

Yearly Timeframe

- Evaluations are based on performance in each fiscal year 7/1 - 6/30
- Evaluations are to be completed between 7/1 and no later than 8/31 each year (generally mid-August internal deadline)
- Planning sessions are to be completed between 7/1 and 9/30 of each year

Important Dates

7/1/2023 – 6/30/2024	FY 2023-2024 Performance Year
7/1/2024 – 8/31/2024	Evaluation period for completed FY 2023-2024 Performance Year
9/15/2024	Request for Agency Review deadline to HR for FY 2023-2024 performance evaluation
7/1/2024 – 9/30/2024	PES Planning period for new FY 2024-2025
10/15/2024	Agency Reviewer deadline to render decision
7/1/2024 – 6/30/2025	FY 2024-2025 Performance Year
7/1/2025 – 8/31/2025	Evaluation period for completed FY 2024-2025 Performance Year
9/15/2025	Request for Agency Review deadline to HR for FY 2024-2025 performance evaluation
7/1/2025 – 9/30/2025	PES Planning period for new FY 2025-2026
10/15/2025	Agency Reviewer deadline to render decision