UNIVERSITY OF THE FRASER VALLEY

[illegible]	[illegible]	[illegible]
[illegible]	[illegible]	[illegible]

March- April	Departmental (or equivalent) colleague evaluation reports to be completed; review of the data in the IPEF before filing report.	Post-IPEC tenure-track and tenured faculty only from the department are allowed to fill out report in Dean's office.
April	Probationary faculty submits current curriculum vitae and is encouraged to submit a self-evaluation including an outline of scholarly activity.	File

UNIVERSITY OF THE FRASER VALLEY

Individual Probationary Evaluation Committee (IPEC)
Timelines for Initial Probationary Faculty Evaluation (for August hires) (cont'd.)

DATE Year 2	TASK	NOTES
Sept. – Oct.	Probationary faculty provides IPEC with copies all quizzes, exams,	

April	Department Head (or equivalent instructional area head) submits a report on departmental service and program

Probationary Faculty Evaluation Process
(for January hires)

Time Frame	Task	Who's Responsible
Jan. (2nd week)	IPEC committee meets to review procedures; dean meets with IPEC chair	Committee is post-IPEC tenure-track and tenured faculty members only (Dean in consultation with department and faculty).
Early in 1st term of probationary period	IPEC meets with probationary faculty and explains the process as in the procedures document.	Create IPEF and house in the Dean's office
Throughout probationary period	Ensure that data is collected and reports are filed as described for Years 1 and 2, above	IPEC
Mid-December of 1st year (end of year with the January 1 start date)	Completed 1st year IPEF as described for Year 1, above (summary report sent to Dean's office)	IPEC
End of 1st year		