

Minnesota State University, Mankato
Article 22 Professional Development and Evaluation
Schedules for

Faculty with Continuing Probationary Appointment

No later than:

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| <p>21 August 2017 27 August 2018 26 August 2019</p> | <p>1. Faculty member submits Professional Development Progress Report (PDR) along with appropriate documentation to the dean. <i>(Faculty with first-year probationary appointments in past year submitted their PDR last May.)</i> 2. <i>Optional: Faculty member may choose to submit a draft of the next Professional Development Plan (PDP) which will be reviewed following completion of the PDR review. (Refer to #9 below.)</i></p> |
| <p>22 August 2017 28 August 2018 27 August 2019</p> | <p>3. The dean forwards the PDR to the department through the chair.</p> |
| <p>1 September 2017 7 September 2018 6 September 2019</p> | <p>4. Chair provides department comments on PDR to the faculty member. 5. Chair sends PDR, along with the department comments, to the dean.</p> |
| <p>22 September 2017 28 September 2018 27 September 2019</p> | <p>6. Dean meets with the faculty member to discuss PDR and the next PDP. 7. The dean provides a written assessment of the PDR to the faculty member.</p> |
| <p>25 September 2017 1 October 2018 30 September 2019</p> | <p>8. Faculty member reviews PDR assessment and submits a response to the dean. 9. Faculty member submits a draft of a new Professional Development Plan (PDP) to the dean. <i>(The faculty member may have submitted the PDP draft earlier.)</i></p> |
| <p>2 October 2017 8 October 2018 7 October 2019</p> | <p>10. The dean sends all PDR materials to Human Resources for inclusion in the faculty member's file. 11. The dean forwards the PDP draft to the department through the chair.</p> |
| <p>9 October 2017 15 October 2018 14 October 2-19</p> | <p>12. Chair provides any department comments on PDP to the faculty member. 13. Chair sends PDP, along with any department comments, to the dean.</p> |
| <p>23 October 2017 29 October 2018 28 October 2019</p> | <p>14. The dean provides written comments on the PDP draft to the faculty member.</p> |
| <p>3 November 2017 9 November 2018 8 November 2019</p> | <p>15. Faculty member reviews comments, and submits a written response to the dean along with a final version of the PDP.</p> |

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| <p>6 November 2017 12 November 2018 11 November 2019</p> | <p>16. The dean sends all PDP materials including any final comments from the dean to Human Resources for inclusion in the faculty member's file. 17. The dean sends a copy of all these materials to the faculty member.</p> |
| <p>27 August 2018 26 August 2019 24 August 2020</p> | <p>1. Faculty member submits Professional Development Progress Report (PDR) along with appropriate documentation to the dean.</p> |