



Article 22 Professional Development and Evaluation  
Schedules for

**Faculty with Tenured Appointment  
And Rank of Full Professor**

Article 22 of the IFO Agreement requires all Tenured Full Professors to submit a professional development plan (PDP) for a four-year period, with a progress report at the end of the second year and a final report covering the four-year period at the end of the fourth year. There is a formal evaluation that follows completion of each four-year period. Following completion of the four-year period, Tenured/NTT Full Professors submit a new PDP for their next four-year cycle.

Report requirements depend on the faculty member's placement in the four year Article 22 cycle.

**Group 1**

<i>Report Requirement</i>	<i>Target Date</i>
No report due	<b>2021: September 13</b>
PDR and PDP for next four-year period due	<b>2022: September 12</b>
No report due	<b>2023: September 11</b>
Two-year progress report due	<b>2024: September 9</b>

**Group 2**

<i>Report Requirement</i>	<i>Target Date</i>
Two-year progress report due	<b>2021: September 13</b>
No report due	<b>2022: September 12</b>
PDR and PDP for next four-year period due	<b>2023: September 11</b>
No report due	<b>2024: September 9</b>

**Group 3**

<i>Report Requirement</i>	<i>Target Date</i>
No report due	<b>2021: September 13</b>
Two-year progress report due	<b>2022: September 12</b>
No report due	<b>2023: September 11</b>
PDR and PDP for next four-year period due	<b>2024: September 9</b>

**Group 4**

<i>Report Requirement</i>	<i>Target Date</i>
PDR and PDP for next four-year period due	<b>2021: September 13</b>
No report due	<b>2022: September 12</b>
Two-year progress report due	<b>2023: September 11</b>
No report due	<b>2024: September 9</b>

**\*Newly promoted faculty join the group submitting a new PDP that year**

## Reporting Procedures

### New Tenured Full Professors: Submission of an Annual Progress/Final Report and a New Four-Year PDP

<i>Task</i>	<i>Responsible Party</i>	<i>Group</i>	<i>Target Date</i>
Submit a final probationary PDR, along with appropriate documentation, and the first tenure PDP to the Dean	Faculty Member	Group 4 Group 1 Group 2 Group 3	<b>2021: September 13</b> <b>2022: September 12</b> <b>2023: September 11</b> <b>2024: September 9</b>
Forward PDR and PDP to the department through the chair	Dean	Group 4 Group 1 Group 2 Group 3	<b>2021: September 14</b> <b>2022: September 13</b> <b>2023: September 12</b> <b>2024: September 10</b>
Send PDR and PDP along with department and chair comments on both to the faculty member and the Dean	Department Chair	Group 4 Group 1 Group 2 Group 3	<b>2021: September 27</b> <b>2022: September 26</b> <b>2023: September 25</b> <b>2024: September 23</b>
Meet with the Dean to discuss the PDR and the first tenure PDP. Dean sends an assessment on the PDR and comments on the new PDP to the faculty member with copies to the HR file. All comments by faculty member are sent to the Dean and the HR file	Faculty Member	Group 4 Group 1 Group 2 Group 3	<b>2021: October 18</b> <b>2022: October 17</b> <b>2023: October 16</b> <b>2024: October 14</b>

### Submission of PDR and Next Four-Year PDP

<i>Task</i>	<i>Responsible Party</i>	<i>Group</i>	<i>Target Date</i>
Submit a PDR, along with appropriate documentation, and the next PDP to the Dean	Faculty Member	Group 4 Group 1 Group 2 Group 3	<b>2021: September 13</b> <b>2022: September 12</b> <b>2023: September 11</b> <b>2024: September 9</b>
Forward the PDR and the PDP to the department through the chair	Dean	Group 4 Group 1 Group 2 Group 3	<b>2021: September 14</b> <b>2022: September 13</b> <b>2023: September 12</b> <b>2024: September 10</b>
Send the PDR and the PDP along with department and chair comments on both to the faculty member and the Dean	Department Chair	Group 4 Group 1 Group 2 Group 3	<b>2021: September 27</b> <b>2022: September 26</b> <b>2023: September 25</b> <b>2024: September 23</b>
Meet with the Dean to discuss the PDR and the first tenure PDP. Dean sends an assessment on the PDR and comments on the new PDP to the faculty member with copies to the HR file. All comments by the faculty member are sent to the dean, and the HR file	Faculty Member	Group 4 Group 1 Group 2 Group 3	<b>2021: October 18</b> <b>2022: October 17</b> <b>2023: October 16</b> <b>2024: October 14</b>

**Submission of Two-Year Progress Report**

<i>Task</i>	<i>Responsible Party</i>	<i>Group</i>	<i>Target Date</i>
Submit a two-year progress report, along with appropriate documentation to the Dean	Faculty Member	Group 2	<b>2021: September 13</b>
		Group 3	<b>2022: September 12</b>
		Group 4	<b>2023: September 11</b>
		Group 1	<b>2024: September 9</b>
Send copies of this report to the department through the chair and to the HR file	Dean	Group 2	<b>2021: September 14</b>
		Group 3	<b>2022: September 13</b>
		Group 4	<b>2023: September 12</b>
		Group 1	<b>2024: September 10</b>

**No Report Due**

<i>Task</i>	<i>Responsible Party</i>	<i>Group</i>	<i>Date</i>
No report due	Faculty Member	Groups 2,4	<b>2020-2021</b>
		Groups 1,3	<b>2021-2022</b>
		Groups 2,4	<b>2022-2023</b>
		Groups 1,3	<b>2023-2024</b>