



**SAN JOSÉ STATE  
UNIVERSITY**

**San José State University  
PERFORMANCE REVIEW PROCESS CALENDAR 2010  
Important University Review Dates**

**MPP & CONFIDENTIAL (NON-EXEMPT & EXEMPT)  
ANNUAL PERFORMANCE REVIEW PERIOD: JUNE 1, 2009 – MAY 31, 2010**

If appropriate, conduct mid-year conversation by:	Friday, January 22, 2010
Complete MPP/Confidential self-assessments by:	Monday, June 14, 2010
Conduct MPP/Confidential Performance Review Conferences by:	Friday, July 2, 2010
Submit MPP/Confidential Performance Reviews to Division Vice President Office by:	Friday, July 23, 2010
Begin forwarding completed reviews to Human Resources	July 26, 2010 – September 2, 2010
Submit Division MPP/Confidential Performance Reviews to Human Resources no later than:	Friday, September 3, 2010