

**RANGE ELEVATION REVIEW CALENDAR\***

Academic Year 2020-2021

August 2020	UP-FA distributes lists of faculty eligible to apply for range elevation.
Fri, Aug 14, 2020	<b>UP-FA Distributes Range Elevation Information to Colleges and Departments†</b> Please ensure all eligible faculty receive materials.
Fri, Aug 14, 2020	<b>UP - FA Notifies Eligible Faculty</b> Distribution of instructions, and materials (including University Policy S10-7) to eligible faculty complete. Faculty begin notifying UP - FA with intent to apply via email to <a href="mailto:up-faculty-evaluations@sjsu.edu">up-faculty-evaluations@sjsu.edu</a> .
Mon, Sep 14, 2020	<b>Faculty notify UP - FA with Intent to Apply - Deadline</b> ( <a href="mailto:up-faculty-evaluations@sjsu.edu">up-faculty-evaluations@sjsu.edu</a> )
Fri, Sep 18, 2020	<b>Faculty Submit Applications via eFaculty</b>
Thu, Oct 15, 2020	<b>Department Committee Evaluation and Recommendation Due in eFaculty</b> The Department RTP Committee reviews applications in eFaculty and writes an evaluation and makes a recommendation. The Chair may also recommend if not on the committee.
Mon, Oct 19, 2020	<b>Department Level Recommendations Due in eFaculty</b> Chair completes review (if applicable), submits department recommendations via eFaculty.
Tue, Oct 20, 2020	<b>Release Department Level Recommendations to Candidates</b>
Fri, Oct 30, 2020	<b>Optional Response Due</b> Faculty submits optional response in eFaculty
Mon, Nov 2, 2020	<b>Applications released to College Administrators</b>
Fri, Nov 20, 2020	<b>College Level Recommendations Due in eFaculty</b>
Mon, Nov 23, 2020	<b>UP-FA Distributes College Recommendations to Candidates and Prior Level</b>
Thu, Dec 3, 2020	<b>Optional Response Due</b> Faculty submits optional response in eFaculty
Fri, Dec 4, 2020	<b>Applications Released to Provost</b> Applications, evaluations, recommendations, and any optional responses released to the Provost for decisions.
Thu, Mar 11, 2021	<b>Final Decisions Due in eFaculty</b>
Fri, Mar 12, 2021	<b>UP-FA Distributes Final Decisions to Candidates and Prior Levels</b>
Mon, Mar 22, 2021	<b>Materials placed in candidates' Personnel Action Files</b>

\* Deadlines are 5:00 p.m. on dates provided unless UP - FA approves changes.

† The terms department and chair are intended to include other equivalent units and positions of other names.