

## **Adjunct Evaluations**

The Department Chair/Associate Dean or their designee will formally evaluate all adjunct faculty members each semester during the Introductory Period of teaching. The Introductory Period is comprised of one of the following:

- Two Academic Year Semesters (e.g. Fall/Spring);
- Three summer terms (e.g. summer A/summer B);
- One Academic Year Semester and one summer term.

Subsequent evaluations of adjunct faculty should occur on an annual cycle after the Introductory Period. Ordinarily the annual evaluation will take place at the end of the Spring Semester. For those faculty who only teach in Summer, the annual evaluation would take place at the end of Summer B.