

2024 Performance Evaluation Process Timeline

Upcoming In-Person Workshop:

- Friday October 11, 2024, 10:30am - 12:00pm, Library 2134
- Facilitators:
 - Georgianna Negron-Long - Organizational Development Manager
 - Scott Fetterhoff - Human Resources Manager for Labor & Employee Relations

Self-Paced Workshops Available on CSU Learn: [click here](#)

							October 1, 2023 - September 30, 2024	Evaluation Period
							October 2024	
Sun	Mon	Tue	Wed	Thu	Fri	Sat		
		1	2	3	4	5		October 14, 2024
								October 18, 2024
6	7	8	9	10	11	12		October 25, 2024
13	14	15	16	17	18	19		November 13, 2024
20	21	22	23	24	25	26		November 20, 2024
27	28	29	30	31				December 12, 2024
							November 2024	
Sun	Mon	Tue	Wed	Thu	Fri	Sat		
			1	2	3	4		
5	4	5	6	7	8	9		
10	11	12	13	14	15	16		
17	18	19	20	21	22	23		
24	25	26	27	28	29	30		

October 1, 2023 - September 30, 2024	Evaluation Period
October 14, 2024	Managers and Chairs begin reviewing performance evaluations with employees.
October 18, 2024	All Unit 4 (APC) employees must be presented with an initial performance evaluation draft, per article 18.1(c).
October 25, 2024	All Unit 1 (UAPD), Units 2,5,7,9 (CSUEU), Unit 6 (Teamsters), and Unit 8 (SUPA) employees must be presented with an initial performance evaluation draft.
November 13, 2024	Performance evaluations for all units must be completed and signed by the employee and the manager or chair.
November 20, 2024	Final performance evaluations for all employees must be forwarded to the appropriate administrator for review and approval.
December 12, 2024	All evaluations, including supporting documents, must be forwarded to Human Resources for processing and filing into employee's personnel file. <i>Send to Joyal Administration Room 211 (M/S JA41)</i>