## 2018-2019 Academic Year (Timeline for Student Evaluations)

September 4<sup>th</sup> – remind chairs and department administrative assistants to identify fall exempt and parent-child courses in Banner no later than September 11<sup>th</sup>.

September 17<sup>th</sup> – Open Question Personalization for 1<sup>st</sup> 8-week class evals

September 23<sup>rd</sup> – Close Question Personalization for 1<sup>st</sup> 8-week class evals

September 24<sup>th-</sup> Open 1<sup>st</sup> 8-week class evals

October 14th- Close 1st 8-week evals

October 18th – Release 1st 8-week eval results

November  $12^{\text{th}}-\text{Open}$  Question Personalization for Fall evals and  $2^{\text{nd}}$  8-week evals

November  $18^{\mbox{th}}-\mbox{Close}$  Question Personalization for Fall evals and  $2^{\mbox{nd}}$  8-week evals

November 19th- Open Fall evals & 2nd 8-week evals [12 wks. on Friday]

December 16th- Close Fall evals & 2nd 8-week evals

December 20th-Release Fall & 2nd 8-week eval results

December 21<sup>st</sup> – Open Question Personalization for Winter Evals

December  $27^{th}$  – Close Question Personalization for Winter Evals

December 28th- Open Winter evals

January 8th- Close Winter evals

January 11th- Release Winter eval results

January 18th - remind chairs and department administrative assistants to identify spring exempt and parent-child courses in Banner no later than January 26<sup>th</sup>.

January 28th – Open Question Personalization for 1st 8-week class evals

February  $3^{rd}$  – Close Question Personalization for  $1^{st}$  8-week class evals

February 4<sup>th</sup>- Open 1<sup>st</sup> 8-week class evals

February 24th- Close 1st 8-week evals

March 4<sup>th</sup> – Release 1<sup>st</sup> 8-week eval results

- April 1<sup>st</sup> Open Question Personalization for Spring evals and 2<sup>nd</sup> 8-week evals
- April 7<sup>th</sup> Close Question Personalization for Spring evals and 2<sup>nd</sup> 8-week evals
- April 8<sup>th</sup>- Open spring evals & 2<sup>nd</sup> 8-week evals

May 5<sup>th</sup> - Close spring evals & 2<sup>nd</sup> 8-week evals

May 9<sup>th</sup>- Release spring & 2<sup>nd</sup> 8-week eval results

May 10<sup>th</sup> - remind chairs and department administrative assistants to identify summer exempt and parent-child courses in Banner no later than May 17th.

- May 19th Open Question Personalization for May Intercession Evals
- May 25<sup>th</sup> Close Question Personalization for May Intercession Evals
- May 26<sup>th</sup> Open May Intersession evals
- June 2nd Close May Intersession evals
- June 7th -Release May Intersession eval results
- June 17<sup>th</sup> Open Question Personalization for Summer I evals
- June 23<sup>rd</sup> Close Question Personalization for Summer I evals
- June 24th- Open Summer I evals
- July 7th Close Summer I evals
- July 14th- Release Summer I eval results
- July 21<sup>st</sup> Open Question Personalization for Summer II and III, 10-week evals
- July 27<sup>th</sup> Close Question Personalization for Summer II and III, 10-week evals
- July 28th Open Summer II & Summer III, 10-week evals
- August 6th- Close Summer II & Summer III, 10-week & 13-week evals
- August 10<sup>th</sup> Release Summer II & Summer III, 10-week & 13-week eval results