

MIAMI DADE COLLEGE
Checklist for
Faculty Applying for Continuing Contract
2020-2021

The Faculty Continuing Contract packet must:

- Be submitted to the chairperson/immediate supervisor no later than **4:30 pm on January 25, 2021.**
- Include:
 - ☐ **Letter of Application** submitted to the department chairperson
 - ☐ **Copies of Official Transcripts** (*Official transcript must be on file in Human Resources*)
 - Proof that the approved EDU520, Analysis of Teaching or ACUE course was completed.

Self-Assessments

For faculty members hired with the start date of August 2016 (2167)

- ☐ Submitted by February 15, 2017
- ☐ Submitted by February 15, 2018
- ☐ Submitted by February 15, 2019
- ☐ Submitted by February 15, 2020
- ☐ Submitted by October 30, 2020

For faculty members hired with the start date of January 2017 (2173)

- ☐ Statement of goals for 2173, 2175 and 2177
- ☐ Submitted by February 15, 2018
- ☐ Submitted by February 15, 2019
- ☐ Submitted by February 15, 2020
- ☐ Submitted by October 30, 2020

Performance Reviews

For faculty members hired with the start date of August 2016 (2167)

- ☐ Completed by March 1, 2017
- ☐ Completed by March 1, 2018
- ☐ Completed by March 1, 2019
- ☐ Completed by March 1, 2020
- ☐ Completed by January 20, 2021

For faculty members hired with the start date of January 2017 (2173)

- ☐ Statement of goals for 2173, 2175 and 2177
- ☐ Submitted by March 1, 2018
- ☐ Submitted by March 1, 2019
- ☐ Submitted by March 1, 2020
- ☐ Submitted by January 20, 2021

Student Feedback (*for each term, all sections are to be included [including overload] using college instrument*)

For each semester of feedback, include a schedule from Academic Resources for that term.

For faculty members hired with the start date of August 2016 (2167)

- ☐ Fall 2016 (2167)
- ☐ Spring 2017 (2173)
- ☐ Summer 2017 (2175) (A and/or B)
- ☐ Fall 2017 (2177)
- ☐ Spring 2018 (2183)
- ☐ Summer 2018 (2185) (A and/or B)
- ☐ Fall 2018 (2187)
- ☐ Spring 2019 (2193)
- ☐ Summer 2019 (2195)
- ☐ Fall 2019 (2197)
- ☐ Spring 2020 (2203)
- ☐ Summer 2020 (2205)
- ☐ Fall 2020 (2207)

For faculty members hired with the start date of January 2016 (2173)

- ☐ Spring 2017 (2173)
- ☐ Summer 2017 (2175) (A and/or B)
- ☐ Fall 2017 (2177)
- ☐ Spring 2018 (2183)
- ☐ Summer 2018 (Term 2185) (A and/or B)
- ☐ Fall 2018 (2187)
- ☐ Spring 2019 (2193)
- ☐ Summer 2019 (2195)
- ☐ Fall 2019 (2197)
- ☐ Spring 2020 (2203)
- ☐ Summer 2020 (2205)
- ☐ Fall 2020 (2207)