



# UPDATE

August 25, 2008

[www.santarosa.edu/afa](http://www.santarosa.edu/afa)

## AFA Calendar 2008 - 2009

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To view event details, go to <http://www.santarosa.edu/afa/calendar.shtml>.  
Questions? Contact AFA at [afa@santarosa.edu](mailto:afa@santarosa.edu) or call (707)527-4731.

FALL SEMESTER 2008	
1-Aug	Health Ins Open Enrollment
14-Aug	New Faculty Orientation 8am
15-Aug	PDA (Mandatory)
	AFA Wkshp: "Of Interest to Adjuncts" 5 pm
18-Aug	Fall 08 Classes Begin
	Salary Placement Verify Deadline – Continuing Faculty
22-Aug	ERO Deadline - mid-year Retirement
	Evaluation Deadline - List to Chair
27-Aug	AFA Exec Council Meeting 3pm
29-Aug	Evaluation Deadline - Chair returns List
	Sabbatical Deadline - Applicant Proposals
1-Sep	Labor Day Holiday
	Adj: Health Ins Eligibility Period
5-Sep	Evaluation Deadline - Chair reminder to Evaluee
	Sabbatical Deadline - Dept. Chair Review
8-Sep	Sabbatical Committee Reviews Proposals
	Sabbatical Deadline - Dept Appvd Props to Committee
10-Sep	AFA Exec Council Meeting 3pm
11-Sep	Census Roster Deadline
12-Sep	Evaluation Deadline - Chair consults Admin
	Evaluation Deadline - Faculty Notified
	Evaluation Deadline - Materials to Chair
	PGI App Due - No late submissions will be accepted
	Salary Placement Verify Deadline - New Hires
19-Sep	Evaluation Deadline - Chair appoints Peers
	Evaluation Deadline - Chair requests Materials
22-Sep	Evaluation Deadline - Observe & Evaluate Begins
24-Sep	AFA Exec Council Meeting 3pm
26-Sep	Evaluation Deadline - 1st Team Mtg
	Evaluation Deadline - Schedule Observation
30-Sep	Adj: End Open Enrollment
1-Oct	ERO App Deadline - end-of-yr Retirement
3-Oct	Evaluation Deadline - List to DTREC
8-Oct	AFA Exec Council Meeting 3pm
10-Oct	Adj: Ins. Premiums Begin
22-Oct	AFA Exec Council Meeting 3pm
24-Oct	Evaluation Deadline - Observe & Evaluate Ends
1-Nov	Appvd PGI Apps to Board
	Sabbatical Final Rpt Deadline - Spring
4-Nov	VOTE! General Election
11-Nov	Veteran's Day Holiday
12-Nov	AFA Exec Council Meeting 3pm
14-Nov	Evaluation Deadline - Observation Completed
15-Nov	Sabbatical Committee Recommend. to VP of Aca Affairs
21-Nov	Evaluation Deadline - Student Evaluations
26-Nov	PDA (Flex) - No Classes Scheduled
27-Nov	Thanksgiving Holiday Begins
30-Nov	Sabbatical Deadline - Withdraw Appvd Leave
	Thanksgiving Holiday Ends
1-Dec	Evaluation Deadline – Docs to Chair
	Evaluation Deadline – Evaluator & Fac Mtg
	Adj: Flex Deadline
5-Dec	Evaluation Deadline - Docs to Admin
9-Dec	Sabbatical Committee Recommend. to Pres/Board
10-Dec	AFA Exec Council Meeting 3pm
	AFDAF Deadline 5pm
15-Dec	Finals Week Begins
19-Dec	Adj: IRC125 Deadline
	Finals Week Ends
20-Dec	Winter Break Begins

(continued on reverse)

## AFA Calendar 2008 - 2009 (continued)

SPRING SEMESTER 2009	
5-Jan	IRC125 Deadline - Reg. Faculty
11-Jan	Winter Break Ends
12-Jan	Salary Placement Verify Deadline - Continuing Faculty
	Spring 09 Classes Begin
14-Jan	AFA Exec Council Meeting 3pm
19-Jan	MLK Holiday
28-Jan	AFA Exec Council Meeting 3pm
31-Jan	Sabbatical Leave Filing Period Opened
5-Feb	Census Roster Deadline
6-Feb	Evaluation Deadline - Faculty Notified
	Salary Placement Verify Deadline - New Hires
11-Feb	AFA Exec Council Meeting 3pm
12-Feb	Evaluation Deadline - Chair requests Materials
	Evaluation Deadline - Optional Observation
	PDA (Flex) - No Classes Scheduled
13-Feb	Lincoln's Day Holiday
16-Feb	Washington's Day Holiday
20-Feb	Evaluation Deadline - Schedule Observation
22-Feb	Sabbatical Deadline - File Application Form
25-Feb	AFA Exec Council Meeting 3pm
1-Mar	Adjuncts: Health Ins Eligibility Period
	Sabbatical Final Rpt Deadline - Fall
9-Mar	PDA (Flex) - No Classes Scheduled
10-Mar	Spring Break Begins
14-Mar	Sabbatical Initial Ranking Distributed to Applicants
15-Mar	Spring Break Ends
21-Mar	Sabbatical Deadline - Applicant Challenges to Ranking
25-Mar	AFA Exec Council Meeting 3pm
31-Mar	Adjuncts: End Open Enrollment
4-Apr	Sabbatical Final Ranking Distributed to Applicants
8-Apr	AFA Exec Council Meeting 3pm
10-Apr	Adjuncts: Ins. Premiums Begin
	Evaluation Deadline - Observation Completed
	Evaluation Deadline - Portfolio to Chair
	Sabbatical Committee Final Rpts to VP of Aca Affairs
17-Apr	Evaluation Deadline - Student Evaluations
	Evaluation Deadline - Team Mtg (Portfolio)
22-Apr	AFA Exec Council Meeting 3pm
24-Apr	Evaluation Deadline - Docs to Chair
	Evaluation Deadline - Evaluator & Fac Mtg
	Evaluation Deadline - Team Mtg (Final Rpt)
1-May	Evaluation Deadline - Docs to Admin
	Evaluation Deadline - Team & Evaluatee Mtg
	Flex Deadline - All Faculty
7-May	Sabbatical Committee Orientation Mtg
11-May	AFDAF Deadline 5pm
13-May	AFA Exec Council Meeting 3pm
	Sabbatical Deadline - All Final Rpts to Board
18-May	Finals Week Begins
22-May	Evaluation Deadline - Portfolio to Admin
	Finals Week Ends
23-May	Commencement



**ALL FACULTY ASSOCIATION**  
 Santa Rosa Junior College  
 1501 Mendocino Avenue • Santa Rosa, CA 95401  
 (707) 527-4731 • Fax: (707) 524-1762

e-mail: [afa@santarosa.edu](mailto:afa@santarosa.edu) • website: [www.santarosa.edu/afa](http://www.santarosa.edu/afa)