

**2026-2027 CALENDAR FOR AFT PROFESSIONAL STAFF 4th, 5th YEAR AND 1ST MULTI-YEAR REAPPOINTMENT
CONTRACT CONSIDERATION**

Notify by: February 1, 2027

2026

All American Federation of Teachers (AFT) Professional Staff who started their employment at the College between July and December of 2025 or who have been employed at the College for **more than two (2) years**, as of September 2026, shall complete, with their supervisors, the Annual Performance Assessment System (APAS) for the appraisal period of July 1, 2025– June 30, 2026 (September 1, 2025 – June 30, 2026 for (10) month employees).

The APAS form for the appraisal period, July 1, 2026 - June 30, 2027 (September 1, 2026 - June 30, 2027 for ten (10) month employees), Core Goal(s) and/or Unit Goal(s), Employee Outcomes, Achievement Targets, and Measures should be initiated, discussed, and established at the start of the new performance year as soon as possible to ensure job expectations are clear for both employee and supervisor.

Note: The complete, evaluated 2025-2026 APAS and prepared 2026-2027 APAS shall be submitted to Employee Relations (ER) on or before Friday, November 13, 2026 in accordance with this calendar as part of the reappointment application. All reappointment applications and supporting documentation MUST be submitted/upload to the individual's Google Drive folder created and shared by ER and all documents MUST be signed.

Wednesday, June 30, 2026 (on or before)

ER notifies eligible population of their Contract Consideration for their 4th, 5th, and 1st Multi-Year Reappointment.

Wednesday, September 09, 2026 (on or before)

AFT professional staff employees shall submit a written request for 4th, 5th Year Reappointment or 1st Multi-Year contract consideration to the appropriate supervisor. Requests shall include a complete, evaluated APAS for the appraisal period July 1, 2025 - June 30, 2026 (September 1, 2025 - June 30, 2026 for ten (10) month employees, a one-page written self-evaluation, including a summary of the past year(s) accomplishments including achievement of goals; and analysis of professional contributions and potential for continued development; a statement of professional goals and objectives; a current dated resume; and a current, dated job description. In addition, a prepared, unevaluated APAS for the appraisal period, July 1, 2026 - June 30, 2027 (September 1, 2026 - June 30, 2027 for ten (10) month employees) shall be submitted with the request.

Optional: Professional staff employees meet with their supervisors to identify at least three (3) employees serving with the candidate in a regular and continuing functional working relationship from whom supervisors will request written evaluations. The list must satisfy the supervisor's need for relevant feedback.

Monday, September 14, 2026 (on or before)

Written peer evaluations (if requested) are submitted to the appropriate supervisor.

Wednesday September 16, 2026 (on or before)

Supervisors completing the APAS shall review and consult with their managers regarding their assessment of the professional staff they supervise prior to the individual meetings with employees.

Monday, October 05, 2026 (on or before)

Supervisors shall hold formal assessment meetings with their employees regarding the APAS for the appraisal period July 1, 2025 - June 30, 2026 (September 1, 2025 - June 30, 2026 for ten (10) month employees. The request for reappointment is reviewed and discussed at this time. Results and/or Analysis, Action Plan, and Supervisor Comments should be assessed on the APAS. In addition, the Core Goal(s) and/or Unit Goal(s), Employee Outcomes, Achievement Targets, and Measures shall be prepared for the appraisal period of July 1, 2026 - June 30, 2026 (September 1, 2026 - June 30, 2026 for ten (10) month employees, if this has not already been done. As required, job descriptions should be reviewed and may be revised. Supervisors shall inform professional staff of their recommendation and evaluation in writing on the APAS form.

NOTE: Supervisors shall document their comments/recommendations in writing on the APAS forms.

**2026-2027 CALENDAR FOR AFT PROFESSIONAL STAFF 4th, 5th YEAR AND 1ST MULTI-YEAR REAPPOINTMENT
CONTRACT CONSIDERATION**

Notify by: February 1, 2027

Friday, October 16, 2026 (on or before)

Supervisors shall forward all documents to the Administrative Officer next in line, including a copy of the APAS forms for the next appraisal period, July 1, 2025 – June 30, 2026 (September 1, 2025 – June 30, 2026 for ten (10) month employees).

Monday, November 16, 2026 (on or before)

Administrative Officers shall note their recommendations in writing on the APAS forms for the appraisal period July 1, 2025 - June 30, 2026 (September 1, 2025 - June 30, 2026 for ten (10) month employees). If a recommendation for non-reappointment is made, the Administrative Officer must notify the candidate in writing and the candidate may request a meeting. All documents shall be forwarded to the Core Head.

Friday, December 02, 2026 (on or before)

Core Heads note their recommendations in writing on the APAS forms for the appraisal period July 1, 2025 - June 30, 2026 (September 1, 2025 - June 30, 2026 for ten (10) month employees). If a recommendation for non-reappointment is made, the Core Head must notify the candidate in writing and the candidate may request a meeting. All documents shall be forwarded to the President (through ER).

Monday, December 07, 2026 (on or before)

The President (through ER) shall notify all applicants for reappointment of the action taken by the President.

2027

Thursday, January 14, 2027 (on or before)

The appropriate Board of Trustees (BOT) Committee shall meet to discuss the nominations for 4th and 5th year reappointment and 1st multi-year contract consideration.

Monday, January 25, 2027 (on or before)

The BOT shall discuss and act on all nominations for 4th and 5th year reappointment and 1st multi-year contract consideration.

Friday, January 28, 2027 (on or before)

The President (through ER) shall notify all applicants for reappointment of the actions taken for non-reappointment; and the actions taken by the BOT for reappointment.

At every level if there is a negative recommendation, candidates must be notified in writing and may request a meeting with the person making the recommendation. This meeting will be held prior to the recommendation being submitted to the Administrative Officer next in line. It is the option of the candidate to request the presence of a Union representative at the meeting as an observer/advisor only. The candidate must be given at least forty-eight (48) hours prior notice of the scheduled meeting unless waived by the candidate. Candidates may also respond in writing and such information will be attached to the APAS packet and included in the candidate's personnel file.