

CAS/FAR 2017-18 Timeline

Task	Time*
CAS/FAR Training	October 10 or November 13, 2017
Create CAS Team and submit membership list to V.P. IR, Planning, and Assessment and Area V.P.	December 18, 2017
Contractual notification on E-7 or AFSCME Review Form for team if required	January 22, 2018
Progress Report #1	
One-page progress report from Internal Evaluation Team and identification of External Evaluator	February 26, 2018
Progress Report #2	
One-page progress report/discussion of CAS progress with notice of any financial implications in findings (cost/benefit analysis begun, if needed)	March 26, 2018
Progress Report #3	
Draft report-FAR to supervisor and area VP	April 23, 2018
Final FAR Report due to VP of IR and President from team, supervisor and area VP	May 18, 2018
Final Report to External Evaluator from team (members, supervisor, and VP)	May 18, 2018
Report from External Evaluator received	July 18, 2018
Progress report update due annually –update on action plan implementations	May 18, 2019

**No later than this date*