**Performance Review Schedule**

**AgriLife Extension, AgriLife Research,**

**College of Agriculture & Life Sciences, TVMDL**

ALL POSITIONS NOT LISTED BELOW will be evaluated using the [Employee Performance Review, AG-404](https://agrilifeas.tamu.edu/documents/ag-404.pdf/) for the time period of April 1 – March 31.

ALL PERFORMANCE REVIEWS must be routed for signature in Workday between April 1 and May 31.

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| --- | --- | --- |
| **POSITION TITLE** | **PERFORMANCE REVIEW FORM** | **TIME PERIOD TO BE EVALUATED** |
| Faculty: AgriLife Research  | [Research Faculty Forms](http://agrilifeas.tamu.edu/documents/ag-454.pdf) | Determined by Unit Head |
| Faculty: College of Agriculture and Life Sciences | [Guidelines](http://dof.tamu.edu/Faculty-Resources/GUIDELINES/Agriculture-and-Life-Sciences) | [Guidelines](http://dof.tamu.edu/Faculty-Resources/GUIDELINES/Agriculture-and-Life-Sciences) |
| **TEXAS A&M AGRILIFE EXTENSION SERVICE** |
| Extension Agents | [Performance Appraisal System](http://countyprograms.tamu.edu/county-programs-administration/performance-appraisal-system-and-program-progress-review-for-extension-agents/) | January 1 – December 31 |
| Extension Program Specialists | [Extension Program Specialist Performance Evaluation, AG-478A](https://agrilifeas.tamu.edu/documents/ag-478a.pdf/)  | January 1 – December 31 |
| Extension Assistants, Extension Associates | [Employee Performance Review](https://agrilifeas.tamu.edu/documents/ag-404.pdf/), AG-404 | January 1 – December 31 |
| Faculty: AgriLife Extension Specialists (professorial titles) | [Extension Specialists Performance Evaluation, AG-478B](https://agrilifeas.tamu.edu/documents/ag-478b.pdf/) | January 1 – December 31 |
| County Extension DirectorsDistrict Extension AdministratorsRegional Program LeadersAssociate Agency DirectorsExecutive Associate Agency Director | [Administrative and Managerial Personnel Performance Evaluations, AG-479](https://agrilifeas.tamu.edu/documents/ag-479.pdf/) | January 1 – December 31 |
| Titles not listed above in Non-departmental Units (4-H, BLT, County Operations, FCH) | [Employee Performance Review](https://agrilifeas.tamu.edu/documents/ag-404.pdf/), AG-404 | January 1 – December 31 |
| EFNEP Assistants, Associates | EFNEP Forms | January 1 – December 31 |
| **OFFICE OF THE VICE CHANCELLOR** |
| Vice Chancellor & Deputy Vice ChancellorDirect Reports | Impacts, Challenges, Priorities – Format as determined by Vice Chancellor | January 1 – December 31 |
| **TEXAS A&M VETERINARY MEDICAL DIAGNOSTIC LABORATORY**  |
| All TVMDL positions  | TVMDL Annual Evaluation Tool  | April 1 – March 31 |