

2022 - 2023
College of Arts & Sciences
Deadlines and Events

All dates are subject to change.

Color Key: **Office of Resources and Operations (371 Central)**
 Office of Faculty Advancement/Curriculum/Graduate Studies (371 Central)
 Recruiting Events
 Records and Registration/University Calendar
 Holidays
 [BOLD indicates deadline dates]

Spring Semester: January 9 – April 28, 2023 (Fifteen week classes)

JANUARY

Elections: Undergraduate Council, A&S Council, Diversity & Inclusion Committee,
Graduate Council, PTRC, C/D Steering (1/9 - 4/28)

- Week 1 *New Year's Day – University Closed (1/2)*
Call for Emeritus recommendations and Intent to Retire letters
- Week 2 Spring Semester begins (1/9)
Departments gain CSS access to data enter the Fall Class schedules (11/4/22 – 1/24)
- Week 3 Last day to add classes without college permission for Spring Session (1/15)
Martin Luther King Day – University closed (1/16)
APRs for QRF in year 1 submit dossier through Faculty 180/RPT (1/18)
Fall schedules and combined class forms due in the College Office (1/20)
Merit notification to Faculty (1/20)
- Week 4 Last day to apply for May graduation, undergraduate (1/22)
Last day to drop/change grading option w/o college permission for Spring Session
(1/22)
Fifteenth Day Census (1/23)
Schedule development for Fall 2023 ends (1/24)
Schedule development for Spring 2024 begins (1/26 - 3/1)
APRs for probationary TTF submitted through Faculty 180/RPT (1/31)

FEBRUARY

Call for the nominations for the Diversity Award
Call for nominations for Distinguished Teaching Award

- Week 1 **Notification of renewal letters sent to QRF in years 4-6 (from Provost by 2/1)**
Last Day to Apply for May Graduation, graduate students (2/3)

- Week 2 **Notification of faculty intent to retire at end of academic year due to the College Office (2/10)**
Faculty emeritus recommendations due in College office (2/10)
- Week 3 Summer class registration begins (2/13)
APRs for QRF in year 1: Unit recommendations to College submitted via Faculty 180/RPT (2/15)
- Week 4
Recruiting **Presidents' Day Open House (2/20)**

MARCH

- Week 1 Spring 2024 schedule development ends (3/1)
Spring 2024 combined class forms due in the College Office (3/1)
 Call for evaluation of Chairs and Directors (due 4/15)
Application for Distinguished Teaching Award due in College Office (due 3/1)
- Week 2 *Spring Break (3/6-10)*
College sends summer worksheets to departments for verification (3/6)
- Week 3 **Diversity Award Nominations due (3/17)**
- Week 5 Fall class enrollment begins (3/27)
 Workshops to be held for faculty seeking promotion, tenure, or reappointment
Chair/Director Recommendations for TTF APRs submitted via Faculty 180 (3/31)
 Last day to withdraw, undergraduates w/college permission; graduates w/coordinator approval (3/31)
Finalized summer school worksheets and Project Director forms due to the College Office (3/31)

APRIL

- Week 1 **Notification of renewal sent to QRF in years 1-3 (from Provost by 4/1)**
 Spring 2023 Schedule of Classes available on the web. Changes need College approval (4/3)
- Week 3 **Chair/Director evaluations due to College office submitted via college on-line portal (4/15)**
 Last Day of classes, Spring session (4/21)
- Week 4 Exam week (4/24 - 4/28)
 Commencement, Graduate and Undergraduates Commencement (4/28)
 Undergraduate Commencement (4/29)

MAY

Week 1

Week 2

Week 3

3-week summer session begins (5/15)

First 4-week summer session begins (5/15)

First 6-week summer session begins (5/15)

First 8-week summer session begins (5/15)

12-week summer session begins (5/15)

Week 4

Last Day to apply for August Graduation, Undergraduates (5/21)

Week 5

Memorial Day – University closed (5/29)

Last Day to apply for August Graduation, Graduates (5/29)

Summer session, 3-week session – May 15 – June 2, 2023

Summer session, 1st 4-week session – May 15 – June 9, 2023

Summer session, 1st 6-week session – May 15 – June 23, 2023

Summer session, 1st 8-week session – May 15 – July 7, 2023

Summer session, Full 12 week session – May 15 – August 4, 2023

Summer session, 2nd 4-week session – June 12 – July 7, 2023

Summer session, 2nd 8-week session – June 12 – August 4, 2023

Summer session, 2nd 6-week – June 26 – August 4, 2023

Summer session, 3rd 4-week session – July 10 – August 4, 2023

JUNE

Week 1

Last day of the three-week session (6/2)

Week 2

Last day of the first four-week session (6/9)

Second 4-week summer session begins (6/12)

Second 8-week summer session begins (6/12)

Week 3

Juneteenth – University closed (6/19)

Last day of the first six-week session (6/23)

Week 4

Second 6-week summer session begins (6/26)

JULY

Week 1

Independence Day – University closed (7/4)

Last Day of first eight-week session (7/7)

Week 2

Third 3-week summer session begins (7/10)

Contract requests due for adjunct faculty for Fall 2023 (7/14)

Week 4

Classified/Administrative Staff annual evaluations due to Human Resources (7/31)

AUGUST

Week 1

Last Day of the second six-week session (8/4)
Last Day of the second eight-week session (8/4)
Last Day of the twelve-week session (8/4)
Summer Commencement (8/5)

Week 2

Full-time Faculty academic year contract begins (8/7)

Week 4

Fall semester begins (8/21)