

## **IMPORTANT DATES AND DEADLINES**

### **2011-12**

August 22-24 (Mon-Tue)	New Faculty Orientation
August 23 (Tue)	International Students Arrive
August 26 (Fri)	New Students Arrive
August 29 (Mon)	Department and Program Position (accelerated) Requests Due
August 29 (Mon)	First Day of Classes
August 29 (Mon)	Convocation
September 2 (Fri)	Last day to drop/add courses
September 6 (Tue)	Research assistant applications due to Provost's Office
September 9 (Fri)	Incomplete grade changes for Spring 2011 due to Registrar
September 12 (Mon)	Faculty Meeting, 4 pm, Vandervort Room
September 15 (Thurs)	Changes to Spring Semester 2012 Schedule due to Registrar
September 19 (Mon)	Last day for Chairs to meet with second-year Faculty Concerning Contract Renewal
September 23 (Fri)	New course proposals for Spring 2012 due to Registrar
October 3 (Mon)	Faculty Meeting, 4 pm, Vandervort Room
October 8-11 (Sat-Tue)	Fall Recess
October 14 (Fri)	Department and Program staffing requests for 2012-13 and 2013-14 due to Provost's Office
October 14 (Fri)	Last day for meetings of new faculty with Provost and Chair
October 21 (Fri)	Review II cases due to Provost's Office
October 21-23 (Fri-Sun)	Family Weekend (Mini-College)

October 27-29 (Thurs-Sat)	Board of Trustees Meetings
October 31-Nov 4 (Mon-Fri)	Advising Weeks
November 4 (Fri)	Mid Term Progress Reports due
November 7 (Mon)	Faculty Meeting, 4 pm, Vandervort Room
November 7-16 (Mon-Wed)	Spring 2012 Registration
November 15 (Tue)	Contract Renewal Recommendations for Departments and Programs due to Provost's Office
November 15 (Tue)	Fall Honors Projects due
November 15 (Tue)	Final list of outside examiners due for Department Reviews
November 23-27 (Wed-Sat)	Thanksgiving Recess
November 28-December 2 (M-F)	Fall honors oral exams
December 5 (Mon)	Faculty Meeting, 4 pm, Vandervort Room
December 9 (Fri)	Last Day of Classes
December 10-12 (Sat-Mon)	Reading Days
December 13-16 (Tue-Fri)	Final exams
December 15 (Thurs)	Department Self-Study Report due to the Provost's Office
December 17 (Sat)	Residences close at noon
December 18-January 15 (Sun-Sun)	Break
December 20 (Tue)	Final grades are due to the Registrar by 12 midnight
December 30 (Fri)	Notice to Provost of pending retirements
January 18 (Wed)	First day of classes
January 19 (Thurs)	Formal request for sabbatical leave for individual faculty due to Provost's Office
January 23 (Mon)	Review III cases due to Provost's Office

January 24 (Tue)	Last day to drop/add classes
January 25 (Wed)	Student research assistant applications due to Provost's Office
January 26-28 (Thurs-Sat)	Board of Trustees Meetings
January 29 (Sat)	New course proposals and FY Seminars for 2012-13 due to Registrar
February 1 (Wed)	New departmental position requests due to Provost's Office
February 2 (Thurs)	Preliminary Schedule of Courses for Academic Year 2012-13 due to Registrar
February 6 (Mon)	Faculty Meeting, 4 pm, Vandervort Room
February 13 (Mon)	Student Summer Research Opportunity applications due
February 17 (Fri)	Review I cases due to Provost's Office (including temporary faculty in 3rd year)
February 17 (Fri)	Faculty research grant applications due to Provost's Office
February 23 (Thurs)	Revised Schedule of Courses for Academic Year 2012-13 due to Registrar
March 2 (Fri)	Incomplete grade changes for Fall 2011 due to Registrar
March 5 (Mon)	Faculty Meeting, 4 pm, Vandervort Room
March 7 (Wed)	Final changes to Schedule of Courses for Academic Year 2012-13 due to Registrar
March 17-25 (Sat-Sun)	Spring Break
April 2-6 (Mon-Fri)	Advising Week
April 2 (Mon)	Faculty Meeting, 4 pm, Vandervort Room
April 9-16 (Mon-Mon)	Fall 2012 Registration
April 10 (Tue)	Spring Honors Projects due
April 12-14 (Thurs-Sat)	Board of Trustees Meetings

April 21 (Sat)	Charter Day
April 23-27 (Mon-Fri)	Spring honors oral exams
April 27 (Fri)	Moving Up Day
May 1 (Tue)	Last Day of Classes
May 2 (Wed)	Faculty Prize Nominations due to Provost's Office
May 2-4 (Wed-Fri)	Reading Days
May 5-8 (Sat-Tue)	Final Exams
May 8 (Tue)	Senior grades due to Registrar
May 9 (Wed)	Residences close at noon
May 11 (Fri)	Faculty Meeting, 9 AM, Vandervort Room
May 13 (Sun)	Commencement
May 14 (Mon)	Senior residences close at noon
May 31 (Thurs)	End of Fiscal Year, all receipts for Fiscal Year 2011-12 due in Provost Office (receipts submitted after this date apply to the next fiscal year)
May 31-June 3 (Thurs-Sun)	Reunion
June 2 (Sat)	Last day for Chairs to meet with first-year faculty to review teaching

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All Faculty Meetings will be held in the Vandervort Room. The meetings will begin at 4:00 PM except for the last meeting of the year which begins at 9:00 AM.