

## 2011-2012 Faculty Academic Calendar

### July 2011

31 Deadline: Notification of Tenured Faculty Member of Post-Tenure Review

### August 2011

8 Deadline: Provost to Submit Overload Approvals to Deans  
8 Deadline: Dean Review of Low Enrollment Classes to Provost  
8-9 New Faculty Orientation  
8-9, 12 Advising - Fall semester  
10-11 Fall Faculty Conference  
15 Fall Semester and Fall I Term Begin  
19 College/School Meetings - 12:00 PM  
26 Fall Convocation 12:00 - 1:00 Breckon Sports Center

### September 2011

1 Deadline: Faculty to Notify Chair, Associate Dean and Dean of Intent to Apply for Sabbatical for Following Year  
1 Deadline: Application for Grow Your Own - Spring Terms  
1 Deadline: Tenured Faculty Subject to Post-Tenure Review to Meet with Provost  
2 Senate Committee Meetings - 12:00 PM  
2 ETAC (Educational Technology Advising Committee) 2:00-3:00 PM  
5 Labor Day - (PDCC Only)  
9 Deadline: Spring and Summer Class Schedules Due to Academic Affairs  
12 Graduate Academic Council Meeting - 11:00 a.m. - 1:00 p.m.  
15 Deadline: Faculty Development Endowment Fund Applications  
16 College/School Meetings - 12:00 PM  
23 Faculty Senate Meeting - 12:00 PM  
23 Distance Learning Advisory Council Meeting - 2:00-3:00 PM  
30 Senate Committee Meetings - 12:00 PM

### October 2011

1 Deadline: Submission of Sabbatical Plans to Department Chair for Review and Submission to Dean/Associate Dean  
1 Deadline: Tenure Application and Portfolio to Chair (Associate Dean in Hauptmann School)  
1 Deadline: Faculty to submit Accomplishment Report : Part I: Activities/Accomplishments 2010-2011, and Part II: Professional Development Plan 2011-2012  
1 Deadline: Committee to Forward Grow Your Own Recommendations to Provost - Spring Terms  
1 Deadline: Faculty Senate to Elect Post-Tenured Review Committee  
3 Graduate Academic Council Meeting - 11:00 a.m. - 1:00 p.m.  
7 College/School Meetings - 12:00 PM  
7 Board of Trustees Meeting  
8 Fall I Term Ends  
9-16 Fall Recess  
Deadline: Chair (Associate Dean in Hauptmann School) to Forward Tenure Application and Recommendation to Dean  
10  
14 Deadline: Submit Non-Curricular Changes for 11-12 Catalog to Academic Affairs (Changes not requiring Curriculum Committee action)  
15 Deadline: Sabbatical Plans Submitted to Provost by Dean for Review and Submission to Personnel Panel  
15 Deadline: Faculty Senate Committee Forwards Faculty Development Endowed (FDE) Grant Recommendations to the Provost

- 17 Spring Pre-Registration Begins (Returning Students)
- 17 Fall II Term Begins
- 21 Faculty Senate Meeting - 12:00 PM
- 21 Distance Learning Advisory Council Meeting - 2:00-3:00 PM
- 28 Senate Committee Meetings- 12:00 PM **Last Meeting to Submit Curricular Changes for 12-13 Catalog**
- 28 ETAC (Educational Technology Advising Committee) 2:00-3:00 PM

**November 2011**

- 1 Deadline: Announcement of Grow Your Own Awards by Provost - Spring Terms
- 1 Deadline: Faculty Development Endowed (FDE) Grants Announced by the Provost
- 4 College/School Meetings - 12:00 PM
- 7 Graduate Academic Council Meeting - 11:00 a.m. - 1:00 p.m.
- 10 Deadline: Dean to Forward Tenure Application and Recommendation to Provost
- 11 Veterans Day (PDCC Only)
- 15 Deadline: Sabbatical Recommendations Sent to Provost by Personnel Panel
- 15 Deadline: Request for Tenure-Track Status and Submission of Brief Portfolio to Chair
- 18 Faculty Senate Meeting - 12:00 PM - **APPROVAL OF DECEMBER GRADUATES**
- 18 Distance Learning Advisory Council Meeting - 2:00-3:00 PM
- 20 Deadline: Provost to Forward Tenure Materials to University Tenure Committee
- 24-27 Thanksgiving Recess (PDCC Only)

**December 2011**

- 1 Deadline: Provost to Announce January 5 Deadline for Promotion Applications
- 1 Deadline: Chair forwards Tenure-Track Recommendations to Dean
- 2 Fall Classes End
- 2 Senate Committee Meetings - 12:00 PM
- 2 ETAC (Educational Technology Advising Committee) 2:00-3:00 PM
- 5 Deadline: University Tenure Committee to Forward Tenure Recommendations to Provost
- 5 Graduate Academic Council Meeting - 11:00 a.m. - 1:00 p.m.
- 5-9 Final Exam Week (Parkville)
- 9 Faculty Senate Meeting - 12:00 PM
- 9 Distance Learning Advisory Council Meeting - 2:00-3:00 PM
- 9 Deadline: Faculty Annual Performance Reviews Due
- 9 Fall Semester Ends
- 10 Fall II Term Ends
- 10 Mid-Year KCA Commencement
- 13 Deadline: Fall Final Grades due by 11:59 p.m. (Parkville)
- 15 Deadline: Non-reappointment Notification to Faculty Members Not Being Reappointed for Following Academic year
- 15 Deadline: Dean forwards Tenure-Track Recommendations to Provost
- 20 Academic Standards Meeting
- 30 Deadline: Deans to Submit Estimated Spring Overload Report to Academic Affairs

**January 2012**

- 1 Deadline : Applications for Grow Your Own - Summer/Fall Terms
- 2 Deadline: Provost to Submit Overload Approvals to Deans
- 2 Deadline: Dean Review of Low Enrollment Classes to Provost
- 3 Deadline: Requests for Contract Renewal & Brief Portfolio to Dean
- 5 Deadline: Promotion Application to Chair (Associate Dean in Hauptmann School)
- 10 Deadline: Provost forwards Tenure-Track Materials to University Tenure Committee
- 15 Deadline: Chair (Associate Dean in Hauptmann School) forwards Promotion Application/Dossier with Recommendation to Dean

- 16 Announcement of 2012-2013 Budget Process
- 16 Spring and Spring I Terms Begin
- 16 Martin Luther King Holiday (PDCC Only)
- 20 Board of Trustees Meeting - **SABBATICAL & TENURE RECOMMENDATIONS CONSIDERED**
- 20 College/School Meetings - 12:00 PM
- 27 Deadline: Fall Course Schedules Due to Academic Affairs
- 27 Faculty Senate Meeting - 12:00 PM
- 27 Distance Learning Advisory Council Meeting - 2:00-3:00 PM
- 31 Deadline: Payment of Fall 2011 Overloads

**February 2012**

- 1 Deadline: Dean to Forward Dean's and Chair's Contract Renewal Recommendations to Provost
- 1 Deadline: Committee to Forward Grow Your Own Recommendations to Provost - Summer/Fall Terms
- 3 Senate Committee Meetings - 12:00 PM
- 3 ETAC (Educational Technology Advising Committee) 2:00-3:00 PM
- 6 Graduate Academic Council Meeting - 11:00 a.m. - 1:00 p.m.
- 10 Open for Convocations
- 15 Deadline: Deans to Submit Faculty Assignments for Next Academic Year to Academic Affairs
- 15 Deadline: University Tenure Committee forwards Tenure-Track Recommendations to Provost
- 15 Deadline: Announcement of Sabbatical Decisions
- 15 Deadline: Dean forwards Promotion Recommendations to Academic Affairs for Review by University Personnel Panel
- 17 College/School Meetings - 12:00 PM
- 20 Presidents Day Holiday (PDCC Only)
- 24 Faculty Senate Meeting - 12:00 PM
- 24 Distance Learning Advisory Council Meeting - 2:00-3:00 PM

**March 2012**

- 1 Deadline: University Personnel Panel to Forward Contract Renewal Recommendations to Provost
- 1 Deadline: Announcement of Grow Your Own Awards by Provost - Summer/Fall Terms
- 2 Deadline: Nominations for Edbadi and Parkite Awards to Academic Affairs
- 2 Senate Committee Meetings - 12:00 PM
- 2 ETAC (Educational Technology Advising Committee) 2:00-3:00 PM
- 5 Graduate Academic Council Meeting - 11:00 a.m. - 1:00 p.m.
- 9 Open for Convocations
- 10 Spring I Term Ends
- 11-18 Spring Recess
- 15 Deadline: Reappointment Letters or Terminal Contracts
- 15 Deadline: University Personnel Panel forwards Promotion Recommendations and Rationales to Provost
- 16 Deadline: Names of all Honors Recipients for Honors Convocation Due to Academic Affairs
- 19 Spring II Term Begins
- 19 Fall Pre-Registration Begins (Returning Students)
- 23 College/School Meetings - 12:00 PM
- 23 Distance Learning Advisory Council Meeting - 2:00-3:00 PM
- 30 Faculty Senate Meeting - 12:00 PM

**April 2012**

- 1 Deadline: Faculty to Return Letters of Appointment to Academic Affairs
- 1 Deadline: Provost forwards Promotion Recommendations to President
- 2 Graduate Academic Council Meeting - 11:00 a.m. - 1:00 p.m.
- 6 Good Friday Holiday (PDCC Only)
- 9-12 Student Research Symposium

- 13 Senate Committee Meetings - 12:00 PM
- 13 ETAC (Educational Technology Advising Committee) 2:00-3:00 PM
- 18 Honors Convocation 7:00 PM - Graham Tyler Memorial Chapel
- 20 College/School Meetings - 12:00 PM
- 20 Distance Learning Advisory Council Meeting - 2:00-3:00 PM
- 27 Faculty Senate Meeting - 12:00 PM - **APPROVAL OF MAY GRADUATES**

**May 2012**

- 4 Spring Class End (PDCC)
- 4 Faculty Senate Committees - 12:00 PM
- 7 Graduate Academic Council Meeting - 11:00 a.m. - 1:00 p.m.
- 7-11 Final Exam Week (PDCC)
- 11 Board of Trustees Meeting - **PROMOTION RECOMMENDATIONS CONSIDERED**
- 11 Nursing Pinning Ceremony
- 11 Spring Semester Ends (PDCC)
- 12 Spring KCA Commencement
- 12 Spring II Classes End
- 14 Maymester Begins
- 15 Deadline: Spring Final Grades Due by 11:59 p.m.
- 22 Academic Standards Meeting
- 25 Maymester Ends
- 28 Memorial Day

**June 2012**

- 4 Junemester and 8 Week Summer Terms Begin
- 29 Junemester Ends

**July 2012**

- 4 Independence Day (PDCC Only)
- 9 Julymester Begins
- 27 8 Week Summer Ends
- 31 Deadline: Payment of Spring 2012 Overloads

**August 2012**

- 3 Julymester Ends