

## 2009-2010 Faculty Academic Calendar

### August 2009

- 3 Deadline: Deans to Submit Estimated Overload Report to Academic Affairs
- 3 Deadline: Notification of Tenured Faculty Member of Post-Tenure Review
- 10 Deadline: Provost to Submit Overload Approvals to Deans
- 10 Deadline: Dean Review of Low Enrollment Classes to Provost
- 10-11 New Faculty Orientation
- 10-11, 14 Advising - Fall semester
- 12-13 Fall Faculty Conference
- 14 Senate Committee Meetings - 12:00 PM
- 17 Fall and Fall I Begin
- 21 Faculty Senate Meeting - 12:00 PM
- 28 College/School/Department Meetings - 12:00 PM

### September 2009

- 1 Deadline: Faculty to Notify Academic Affairs of Intent to Apply for Sabbatical
- 1 Deadline: Application for Grow Your Own - Spring Terms
- 1 Deadline: Tenured Faculty Subject to Post-Tenure Review to Meet with Provost
- 4 Faculty Senate Convocation
- 7 Labor Day - (PDCC Only)
- 11 Senate Committee Meetings - 12:00 PM
- 11 Distance Learning Advisory Council Meeting - 2:00-3:00 PM
- 11 Deadline: Spring and Summer Class Schedules Due to Academic Affairs
- 14 **EXCEPTION: Graduate Academic Council Meeting - 11:00 a.m. - 1:00 p.m.**
- 18 Faculty Senate Meeting - 12:00 PM
- 23 Opening Convocation: 11:00 a.m. Breckon Sports Center
- 25 College/School/Department Meetings - 12:00 PM

### October 2009

- 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 or Dean/Associate Dean
- 1 Deadline: Faculty to submit Accomplishment Report : Part I: Activities/Accomplishments 2008-2009, and Part II: Professional Development Plan 2009-2010
- 1 Deadline: Grow Your Own Recommendation to Provost - Spring Terms
- 1 Deadline: Senate to Elect Post-Tenure Review Committee for Following Academic Year
- 2 Faculty Senate Convocation
- 5 Graduate Academic Council Meeting - 11:00 a.m. - 1:00 p.m.
- 9 Senate Committee Meetings - 12:00 PM
- 9 Distance Learning Advisory Council Meeting - 2:00-3:00 PM
- 9 Board of Trustees Meeting
- 10 Deadline: Chair or Dean/Associate Dean forwards Application and Recommendation to School Tenure and Promotion Committee
- 11 Fall I Term Ends
- 11-18 Fall Recess
- 15 Deadline: Sabbatical Plans Submitted to Provost by Dean/Associate Dean for Review and Submission to Personnel Panel
- 15 Deadline: Submit Non-Curricular Changes for 10-11 Catalog to Academic Affairs (Changes not requiring Curriculum Committee action)
- 19 Spring Pre-Registration Begins (Returning Students)

- 19 Fall II Term Begins
- 23 College/School/Department Meetings - 12:00 PM
- 30 Faculty Senate Meeting - 12:00 PM

**November 2009**

- 1 Deadline: School Tenure and Promotion Committee forwards Tenure Recommendations to Chair or Dean/Associate Dean
- 1 Deadline: Announcement of Grow Your Own Awards by Provost - Spring Terms
- 2 Graduate Academic Council Meeting - 11:00 a.m. - 1:00 p.m.
- 6 Faculty Senate Convocation
- 11 Veterans Day (PDCC Only)
- 13 Senate Committee Meetings - 12:00 PM - Last Meeting to Submit Curricular Changes for 10-11 Catalog
- 13 Distance Learning Advisory Council Meeting - 2:00-3:00 PM
- 15 Deadline: Dean/Associate Dean forwards Tenure Recommendations to Provost
- 15 Deadline: Sabbatical Recommendations Sent to Provost by Personnel Panel
- 15 Deadline: Submission for Tenure-Track and Brief Portfolio to Chair
- 20 Deadline: Provost forwards Tenure Recommendations to University Tenure Committee
- 20 Faculty Senate Meeting - 12:00 PM - APPROVAL OF DECEMBER GRADUATES
- 26-27 Thanksgiving Recess (Parkville)

**December 2009**

- 1 Provost Announces January 5 Deadline for Promotion Nominations
- 1 Deadline: Chair forwards Tenure-Track Recommendations to Dean
- 4 **EXCEPTION: College School Meetings - 12:00 PM**
- 5 Deadline: University Tenure Committee forwards Tenure Recommendations to Provost
- 7 Graduate Academic Council Meeting - 11:00 a.m. - 1:00 p.m.
- 4 Fall Classes End
- 7-11 Final Exam Week (Parkville)
- 11 Fall Term Ends
- 11 Deadline - Annual Performance Reviews
- 11 Faculty Senate Committees - 12:00 PM
- 11 Distance Learning Advisory Council Meeting - 2:00-3:00 PM
- 12 Mid-Year Commencement
- 13 Fall II Term Ends
- 15 Deadline: Non-reappointment Notification to Faculty Members Not Being Reappointed for Following Academic year
- 15 Deadline: Dean forwards Tenure-Track Recommendations to Provost
- 15 Deadline: Fall Final Grades due by 11:59 p.m. (Parkville)
- 21 Academic Standards Meeting
- 30 Deadline: Deans to Submit Estimated Spring Overload Report to Academic Affairs

**January 2010**

- 1 Deadline : Applications for Grow Your Own - Summer/Fall Terms
- 3 Deadline: Requests for Contract Renewal & Brief Portfolio to Dean/Associate Dean
- 4 Deadline: Provost to Submit Overload Approvals to Deans
- 4 Deadline: Dean Review of Low Enrollment Classes to Provost
- 4 Graduate Academic Council Meeting - 11:00 a.m. - 1:00 p.m.
- 5 Deadline: Promotion Application to Chair or Dean/Associate Dean
- 8 Senate Committee Meetings - 12:00 PM
- 8 Distance Learning Advisory Council Meeting - 2:00-3:00 PM
- 10 Deadline: Provost forwards Tenure-Track Recommendations to University Tenure Committee
- 11 Announcement of 2010-2011 Budget Process

- 11 Spring and Spring I Terms Begin
- 15 Deadline: Chair or Dean/Associate Dean forward Promotion Application/Dossier with Recommendation to School Tenure and Promotion Committee
- 18 Martin Luther King Holiday (PDCC Only)
- 15 Faculty Senate Meeting - 12:00 PM
- 22 Deadline: Fall Course Schedules Due to Academic Affairs
- 22-23 Board of Trustees Meeting - SABBATICAL RECOMMENDATIONS CONSIDERED
- 22 College/School/Department Meetings - 12:00 PM
- 29 HLC Retreat - 12:00 PM
- 30 Deadline: School Tenure and Promotion Committee forward Promotion Recommendations to Dean
- 31 Deadline: Payment of Fall 2009 Overloads

#### February 2010

- 1 Deadline: Dean/Associate Dean forwards Contract Renewal Recommendations to Provost
- 1 Deadline: Faculty Development Endowment Fund Applications
- 1 Deadline: Grow Your Own Recommendations to Provost - Summer/Fall Terms
- 1 Deadline: University and Federation Representatives may meet to negotiate Appendices C, B, & D
- 1 Graduate Academic Council Meeting - 11:00 a.m. - 1:00 p.m.
- 5 Faculty Senate Convocation
- 12 Senate Committee Meetings - 12:00 PM
- 12 Distance Learning Advisory Council Meeting - 2:00-3:00 PM
- 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/President
- 15 Deadline: Announcement of Sabbatical Decisions
- 15 Deadline: Dean forwards Promotion Recommendations to University Personnel Panel
- 15 Presidents Day Holiday (PDCC Only)
- 19 Faculty Senate Meeting - 12:00 PM
- 26 College/School/Department Meetings - 12:00 PM

#### March 2010

- 1 Deadline: University Personnel Panel forwards Contract Renewal Recommendations to Provost
- 1 Deadline: Announcement of Grow Your Own Awards by Provost - Summer/Fall Terms
- 1 Deadline: University and Federation Representatives to meet to negotiate Appendices C, B, & D
- 1 Graduate Academic Council Meeting - 11:00 a.m. - 1:00 p.m.
- 2 Deadline: Nominations for Edbadi and Parkite Awards to Academic Affairs
- 5 Senate Committee Meetings - 12:00 PM
- 5 Distance Learning Advisory Council Meeting - 2:00-3:00 PM
- 7 Spring I Term Ends
- 7-14 Spring Recess
- 15 Deadline: Reappointment Letters
- 15 Deadline: University Personnel Panel forwards Promotion Recommendations and Rationales to Provost
- 15 Deadline: Names of all Honors Recipients for Honors Convocation Due to Academic Affairs
- 15 Spring II term begins (Parkville)
- 15 Fall Pre-Registration Begins (Returning Students)
- 19 Faculty Senate Meeting - 12:00 PM
- 26 College/School/Department Meetings - 12:00 PM

#### April 2010

- 1 Deadline: Faculty to Return Letters of Appointment to Academic Affairs
- 1 Deadline: Announcement of Faculty Development Endowment Fund Awards
- 1 Deadline: Provost forwards Promotion Recommendations to President
- 2 Good Friday Holiday (PDCC Only)

- 5 Graduate Academic Council Meeting - 11:00 a.m. - 1:00 p.m.
- 9 Senate Committee Meetings - 12:00 PM
- 9 Distance Learning Advisory Council Meeting - 2:00-3:00 PM
- 12-15 Undergraduate Research Symposium
- 16 Faculty Senate Meeting - 12:00 PM - APPROVAL OF MAY GRADUATES
- 21 Honors Convocation 7 p.m.
- 23 College/School/Department Meetings - 12:00 PM
- 30 HLC Work Group Retreat - 12:00 PM
- 30 Spring Classes End (Parkville)

**May 2010**

- 3 Graduate Academic Council Meeting - 11:00 a.m. - 1:00 p.m.
- 3-7 Final Exam Week (Parkville)
- 7 Faculty Senate Convocation
- 7 Board of Trustees Meeting - PROMOTION AND TENURE RECOMMENDATIONS CONSIDERED
- 7 Nursing Pinning Ceremony
- 7 Spring Semester Ends (Parkville)
- 8 Spring Commencement
- 9 Spring II Classes End
- 11 Deadline: Spring Final Grades Due by 11:59 p.m.
- 17 Maymester Begins
- 17 Academic Standards Meeting
- 28 Maymester Ends
- 31 Memorial Day

**June 2010**

- 7 Junemester and 8 Week Summer Terms Begin

**July 2010**

- 1 Faculty Development Endowment Funds Made Available
- 2 Junemester Ends
- 5 Independence Day (PDCC Only)
- 12 Julymester Begins
- 30 8 Week Summer Ends
- 31 Deadline: Payment of Spring and Summer 2010 Overloads

**August 2010**

- 6 Julymester Ends