

PROVOST'S ACADEMIC CALENDAR

2020-2021 Academic Year

(PLEASE NOTE: If a deadline falls on a weekend, items are due by 5:00 p.m. on the Friday immediately prior)

[Disclaimer: All dates subject to change]

JULY

July 3 UNIVERSITY HOLIDAY

AUGUST

August 17 New Faculty Orientation in Longs Peak and Cherokee Park (11:30 - 2:30 p.m.)

August 18 DEAN'S OFFICE DEADLINE: Departments submit names for upcoming TTF and NTTF P & T cases to Dean's Office

August 24 Fall Semester Classes Begin

August 26 Joint Cabinet/COD Meeting in Lory Student Center (8 - 5)

SEPTEMBER

September 1 PROVOST OFFICE DEADLINE: Summary statement due from Dean on upcoming P & T cases

September 1 Faculty Council Meeting (4:00 - 6:00 p.m.)

September 2 Council of Deans Meeting in Provost's Conference Room (1:00 - 4:00)

September 7 UNIVERSITY HOLIDAY

September 3-4 Fall Leadership Forum @ YMCA of the Rockies

September 16 Council of Deans Meeting in Provost's Conference Room (1:00 - 4:00 p.m.)

September 17 DEAN'S OFFICE DEADLINE: Departments submit names to Dean's Office for post-tenure reviews due

September 17 DEAN'S OFFICE DEADLINE: Departments submit names to Dean's Office for comprehensive mid-point reviews due

September 17 DEAN'S OFFICE DEADLINE: Departments submit Sabbatical leave requests to Dean's Office

September 25 DEAN'S OFFICE DEADLINE: Final submission date for off-cycle salary increase requests (target start date for new salary - November 1)

OCTOBER

October 1 PROVOST OFFICE DEADLINE: Deans submit post-tenure review schedules to Provost/EVP

October 1 PROVOST OFFICE DEADLINE: Deans submit comprehensive mid-point review schedules to Provost/EVP

October 1 PROVOST OFFICE DEADLINE: Sabbatical leave requests due to Provost/EVP

October 6 Faculty Council Meeting (4:00 - 6:00 p.m.)

October 7 Council of Deans Meeting in Provost's Conference Room (1:00 - 4:00 p.m.)

October 16 DEAN'S OFFICE DEADLINE: Sabbatical Leave Reports for academic year & spring semester sabbaticals due to Dean for review. DH submits to Provost.

October 21 Council of Deans Meeting in Provost's Conference Room (1:00 - 4:00 p.m.)

NOVEMBER

November 1 PROVOST OFFICE DEADLINE: Sabbatical Leave Reports for academic year & spring semester sabbaticals due to Provost/EVP

November 3 Faculty Council Meeting (4:00 - 6:00 p.m.)

November 4 Council of Deans Meeting in Provost's Conference Room (1:00 - 4:00 p.m.)

November 13 CALL FOR NOMINATIONS distributed for awards due February 1 (BOG Excellence in Undergraduate Teaching, Cermak Advising, Monfort Professors, Oltjenbruns Award, Pennock Award, N. Preston Davis Award, UDPs & UDTs if vacancies exist)

November 17 DEAN'S OFFICE DEADLINE: Recommendations for reappointment of 2nd year faculty to Year 3 due to Dean's Office

November 18 Council of Deans Meeting in Provost's Conference Room (1:00 - 4:00 p.m.)

November 21-29 Student Holiday: Thanksgiving Break

November 26-27 UNIVERSITY HOLIDAY

DECEMBER

December 1 PROVOST OFFICE DEADLINE: Recommendations for reappointment of 2nd year faculty to Year 3 due to Provost/EVP

December 1 DEAN'S OFFICE DEADLINE: TTF Promotion & tenure dossiers due to Dean's Office

December 1 Faculty Council Meeting (4:00 - 6:00 p.m.)

December 2 Council of Deans Meeting in Provost's Conference Room (1:00 - 4:00 p.m.)

December 11 Fall Semester Classes End

December 15 PROVOST OFFICE DEADLINE: TTF Promotion & tenure dossiers due to Provost/EVP

December 14-18 Fall Semester Finals

December 16 Council of Deans Meeting in Provost's Conference Room (1:00 - 4:00 p.m.)

December 18-20 Fall Commencement

December 23-25 UNIVERSITY HOLIDAY

JANUARY

January 1 UNIVERSITY HOLIDAY

January 6 Council of Deans Meeting in Provost's Conference Room (1:00 - 4:00 p.m.)

2nd Week Provost/EVP & Vice Provost discussion of promotion and tenure recommendations

January 18 UNIVERSITY HOLIDAY

January 19 Spring Semester Classes Begin

January 20 Council of Deans Meeting in Provost's Conference Room (1:00 - 4:00 p.m.)

January 25 DEAN'S OFFICE DEADLINE: Final submission date for off-cycle salary increase requests (target start date for new salary – March 1)

January 29 DEAN'S OFFICE DEADLINE: NTTF Promotion dossiers due to Dean's Office

FEBRUARY

February 1 PROVOST OFFICE DEADLINE: Award nominations due (BOG Excellence in Undergraduate Teaching, Cermak Advising, Oltjenbruns Award, Pennock Award, N. Preston Davis Award, UDPs & UDTs if vacancies exist)

February 1 PROVOST OFFICE DEADLINE: Requests for new/increased special course fees due to VPUA

February 1 DEAN'S OFFICE DEADLINE: Recommendations for reappointment of 1st year faculty for Year 2 due to Dean's Office

February 2 Faculty Council Meeting (4:00 - 6:00 p.m.)

February 3 Council of Deans Meeting in Provost's Conference Room (1:00 - 4:00 p.m.)

February 10 Council of Deans Review of P & T Dossiers in Provost's Conference Room (1:00 - 4:00)

February 12 PROVOST OFFICE DEADLINE: NTTF Promotion dossiers due to Provost/EVP

February 15 PROVOST OFFICE DEADLINE: Recommendations for reappointment of 1st year faculty for Year 2 due to Provost/EVP.

February 17 Council of Deans in Provost's Conference Room (1:00 - 4:00 p.m.)

MARCH

March 1	Provost sends request for annual performance evaluation input on deans and direct reports
March 2	Faculty Council Meeting (4:00 - 6:00 p.m.)
March 3	Council of Deans Meeting in Provost's Conference Room (1:00 - 4:00 p.m.)
March 13-21	Spring Break
March 15	DEAN'S OFFICE DEADLINE: Annual performance evaluation feedback and self-evaluations due from department heads and direct reports to Dean's Office
March 15	PROVOST OFFICE DEADLINE: Annual performance evaluation feedback and self-evaluations due from deans and direct reports to Provost/EVP
March 17	DEAN'S OFFICE DEADLINE: Sabbatical reports for Fall semester sabbaticals taken due to Dean for review. DH submits to Provost.
March 18	DEAN'S OFFICE DEADLINE: Faculty Annual Performance Reviews and Post-tenure (Comprehensive) Reviews due to Dean's Office
March 31	PROVOST OFFICE DEADLINE: Sabbatical reports for Fall semester sabbaticals taken due to Provost/EVP
TBD	DEAN'S OFFICE DEADLINE: Salary Raise Exercise (SALX) begins

APRIL

April 1	PROVOST OFFICE DEADLINE: Faculty Annual Performance Reviews and Post-tenure (Comprehensive) Reviews due to Provost/EVP
April 1 - 30	Provost/EVP meets with deans and direct reports r.e. annual evaluations
April 6	Faculty Council Meeting (4:00 - 6:00 p.m.)
April 7	Council of Deans Meeting in Provost's Conference Room (1:00 - 4:00 p.m.)
April 16	DEAN'S OFFICE DEADLINE: Comprehensive mid-point reviews due to Dean's Office
April 16	DEAN'S OFFICE DEADLINE: Recommendations for reappointment of 2nd 3rd, 4th, and 5th year faculty due to Dean's Office
April 16	DEAN'S OFFICE DEADLINE: State Classified Annual Performance Reviews and Performance Planning due to Dean's Office
April 21	Council of Deans Meeting in Provost's Conference Room (1:00 - 4:00 p.m.)
TBD	DEAN'S OFFICE DEADLINE: SALX due to the Dean's Office (target start date for new salary – July 1)

MAY

May 1	PROVOST OFFICE DEADLINE: Comprehensive mid-point reviews due to Provost/EVP
May 1	PROVOST OFFICE DEADLINE: Recommendations for reappointment of 2nd 3rd, 4th, and 5th year faculty due to Provost/EVP
May 4	Faculty Council Meeting (4:00 - 6:00 p.m.)
May 5	Council of Deans Meeting in Provost's Conference Room (1:00 - 4:00 p.m.)
May 7	Spring Semester Classes End
May 10-14	Spring Semester Finals
May 14-16	Spring Commencement
May 15	PROVOST OFFICE DEADLINE: Conflict of Interest Memos and Management Plans due
May 15	DEAN'S OFFICE DEADLINE: Annual Promotion and Tenure Reviews due to Dean's Office
May 19	Council of Deans Meeting in Provost's Conference Room (1:00 - 4:00 p.m.)
May 24	DEAN'S OFFICE DEADLINE: Administrative Professional Annual Performance Reviews due to Dean's Office
May 31	UNIVERSITY HOLIDAY