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Date	Through	ITEM
Aug 15	Aug 16	New to Colorado Mesa University
Aug 16		Lecturer Faculty Resource Night
Aug 18		All Campus Welcome & Picnic
Aug 22		Fall classes begin (15 wk & first mod)
Aug 26		Faculty Professional Development proposals submitted (Applicant to VPAA)
Sep		Students intending to graduate at end of next term, meet with Departmental Advisor
Sep 1		Names of Dept representatives to University Tenure & Promotion Committee (Dept Heads to VPAA)
Sep 6		Fall Semester Census
Sep 12		Late Start Term begins
Mid-Late Sep		5-week and 8-week mandatory Early Alert reporting
Late Sep		Parents' Weekend
Late Sep		MavScholars Preview Event
Sep 30		Review list of ineligible applicants to graduate for current term (Dept Heads to Registrar)
Oct 1		Sabbatical Applications filed for next AY (Applicants to Dept Heads)
Oct 1		Tenure applications submitted (applicants to Tenure & Promotion Committee)
Oct 1		Tenure &/or promotion materials prepared/submitted (applicants to Dept Heads)
Oct 1		Intent to Graduate in May (May graduates to Registrar)
Oct 10		Department Heads poll faculty regarding tenure &/or promotion for eligible faculty
Oct 14		Fall Break
Oct 15		Department tenure/promotion poll results & documentation (to Campus-Wide Tenure/Promotion Cmte)
Mid Oct		Major Fair
Oct 17		Second Module classes begin
Oct 20		Program self-study submitted (Program Faculty to Department Head)
Oct 25		Sabbatical Leave Reports for prior semester (Faculty to Dept Head, VPAA)
Nov 1		Sabbatical Recommendations for next AY (Dept Heads to Sabbatical Leave Committee)
Nov 1		Program self-study materials submitted electronically (Department Head to AVPAA)
Nov 15		AVPAA notifies Department Head of external reviewer's site visit dates
Nov 15		Tenure/promotion review & preparation of formal recommendation/comments (University-wide Committee to VPAA)
Nov 15		Sabbatical Leave Requests for next AY (Sabbatical Leave Committee to VPAA)
Nov 21	Nov 25	Thanksgiving break
Dec 1		Application submitted for transitional retirement (Faculty Member to Dept Head)
Dec 1		Submit student learning outcomes assessment plan in year following review (Program Faculty to Dept Head)
Dec 1		Submit student learning outcomes assessment mid-cycle report 3rd academic yr following review (Program Faculty to Dept Head)
Dec 9		Last day of Fall classes
Dec 10		Transitional Retirement Recommendations (Dept Heads to VPAA)
Dec 12	Dec 15	Fall Final Exams
Dec 15		Decisions on January Term courses
Dec 16		December Commencement

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Date	Through	ITEM
Jan 3	Jan 13	January Term
Jan 5		Recommendations for tenure &/or promotion (VPAA to President)
Jan 15	Mar 1	Site visits by external program reviewers
Jan 16		Martin Luther King Holiday, no classes
Jan 17		Full-semester & First Mod spring classes begin
Jan 24		Notice of Tenure applications not recommended by President (President to Applicant)
Jan 31		Notification of decisions for promotions only (President to Applicants)
Jan/Feb		Tenure applicants notified within 20 days following Trustee action
Feb		Students intending to graduate at end of next term, meet with Departmental Advisor
Feb 1		Spring Semester Census
Feb 6		Late Start Term begins
Feb 10		AVPAA meets with Dept Head/faculty to review program review process/elements in year prior to review
Feb 15		Renewal/Non-Renewal recommendations on probationary tenure-track faculty (Dept Heads to VPAA)
Mid Feb		Begin process to update program sheets, catalog copy, 2-year course matrix, and academic program overviews
Mid-Late Feb		5-week and 8-week mandatory Early Alert reporting
Feb 28		Review list of ineligible applicants to graduate for current term (Dept Heads to Registrar)
Early Mar		Student Showcase applications due
Mar 1		Intent to Graduate in December (Dec graduates to Registrar)
Mar 1		Faculty Evaluations (Department Heads to VPAA)
Mar 1		Senate Committee Recommendations for Emeritus Status (Committee to VPAA)
Mar 8		Department Heads' Evaluations/Plans (Dept Heads to VPAA)
Mar 13		Second Module classes begin
Mar 15		Senate Distinguished Faculty Award Committee Recommendations (Committee to VPAA)
Mar 15		Exemplary faculty nomination summaries due (Dept Heads to VPAA)
Mar 15	Mar 25	Program faculty/Dept Head prepare rejoinder to external review's report & submits to AVPAA (if applicable)
Mar 20	Mar 24	Spring Break
Mar 25		Sabbatical Leave Reports for prior semester (Faculty to Dept Head, VPAA)
Mar (late)		Department Heads recommend exemplary faculty merit pay candidates (Dept Heads to VPAA)
Apr 1		Dept Head meets with program faculty to plan self-study in year prior to review
Mid Apr		High School Scholars teachers' event
Late Apr		Student Showcase
May 1		Notification to probationary faculty of tenure &/or promotion eligibility (Dept Heads to Faculty)
May 5		Last day of Spring classes
May 8	May 11	Spring Final Exams
May 13		Spring Commencement
May 29		Memorial Day

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