

**Note: Unless indicated otherwise, items that fall on a weekend are due the following Monday.
For Faculty Senate and Curriculum Committee meeting dates, see the Faculty Senate web site.**

Date	Event
Aug 13-14	New to Colorado Mesa University
Aug 14	Adjunct Faculty Resource Night
Aug 17	Faculty Professional Development Workshop
Aug 18	CMU Convocation & Welcome BBQ
Aug 20	Fall classes begin (15 week & first mod)
Aug 27	Last day to add/drop first module class without a grade
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 4	Fall Semester Census
Sep 4	Last day to add/drop a full semester class without a grade
Sep 7	Faculty Professional Development proposals submitted
Sep 10	Late Start Session begins
Sep 14	Last day to withdraw from a first module class with a grade of "W"
Sep 21-23	Parents Weekend
Mfd-Late Sep	4-week and 7-week mandatory Early Alert reporting
Sep 28	Review list of ineligible applicants to graduate for current term (Dept Heads to Registrar)
Oct 1	Intent to Graduate forms due for Spring 2019 (May grads 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	Decisions on January Term courses to Registrar's Office
Oct 3	Major/Grad School Fair
Oct 10	Department Heads poll faculty regarding tenure &/or promotion for eligible faculty
Oct 12	Fall Break – NO CLASSES
Oct 15	Department tenure/promotion poll results & documentation (to Campus-Wide Tenure/Promotion Committee)
Oct 15	Second Module classes begin
Oct 17	Last day to withdraw from full semester class with a grade of "W"
Oct 18	Sabbatical Leave Reports for Spring 2018 semester (Faculty to Dept Head, VPAA)
Oct 20	Program self-study submitted (Program Faculty to Department Head)
Oct 22	Last day to add/drop a second module class without a grade
Oct 22	Last day to withdraw from late start class with a grade of "W"
Oct 26	CMU Scholars Preview Event
Oct 26-28	Homecoming Weekend

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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 7	Last day to withdraw from second module classes
Late Nov	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 19-23	Thanksgiving break – NO CLASSES
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 year following review (Program Faculty to Dept Head)
Dec 7	Last day of Fall classes
Dec 10	Transitional Retirement Recommendations (Dept Heads to VPAA)
Dec 10-13	Fall Final Exams
Dec 14	December 2018 Commencement Ceremony
Jan 2-19	January Term
Jan 5	Recommendations for tenure &/or promotion (VPAA to President)
Jan 14-Apr 1	Site visits by external program reviewers
Jan 21	Martin Luther King, Jr. Holiday – NO CLASSES
Jan 22	Spring classes begin (15 week & first mod)
Jan 24	Notice of Tenure applications not recommended by President (President to Applicant)
Jan 29	Last day to add/drop a First Mod class
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 6	Spring Semester Census
Feb 6	Last day to add/drop a full semester class
Feb 10	AVPAA meets with Dept Head/faculty to review program review process/elements in year prior to review
Feb 11	Late Start Term begins
Feb 15	Renewal/Non-Renewal recommendations on probationary tenure-track faculty (Dept Heads to VPAA)
Feb 18	Last day to withdraw from a First Mod class
Mid-Late Feb	4-week and 7-week mandatory Early Alert reporting
Feb 21	Last day to add/drop a Late Start class
Feb 28	Review list of ineligible applicants to graduate for current term (Dept Heads to Registrar)

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Date	Event
Early Mar	Student Showcase applications due
Mar 1	Intent to Graduate in Fall 2019 forms due (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 15	Senate Distinguished Faculty Award Committee Recommendations (Committee to VPAA)
Mar 15	Exemplary faculty nomination summaries due (Dept Heads to VPAA)
Mar 15-Apr 2	Program faculty/Dept Head prepare rejoinder to external review's report & submits to AVPAA (if applicable)
Mar 18-22	Spring Break – NO CLASSES
Mar 22	Sabbatical Leave Reports for Fall 2018 semester (Faculty to Dept Head, VPAA)
Mar 25	Second Module classes begin
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
Apr 1	Last day to add/drop Second Mod class
Mid Apr	High School Scholars teachers' event
Apr 17	Last day to withdraw from a Second Module class
Apr 19	CMU Student Showcase
May 1	Notification to probationary faculty of tenure &/or promotion eligibility (Dept Heads to Faculty)
May 10	Last day of Spring classes
May 13-16	Spring Final Exams
May 18	Spring 2019 Commencement
May 27	Memorial Day