PROVOST'S ACADEMIC CALENDAR
2017-2018 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 4 UNIVERSITY HOLIDAY

AUGUST
August 14 New Faculty Orientation in Grey Rock and Cherokee Park (11:30 - 2:30 p.m.)
August 17-20 Ram Welcome
August 21 Fall Semester Classes Begin
August 30 Joint Cabinet/COD Meeting in Lory Student Center (8 - 5)

SEPTEMBER
September 1 PROVOST OFFICE DEADLINE: Summary statement due from deans on upcoming P & T cases
September 4 UNIVERSITY HOLIDAY
September 5 Faculty Council Meeting (4:00 - 6:00 p.m.)
September 6 Council of Deans Meeting in Provost's Conference Room (1:00 - 4:00)
September 7-8 Fall Leadership Forum @ YMCA of the Rockies
September 11-29 Provost/EVP meets with individual deans to review upcoming promotion and tenure cases.
September 20 President's Fall Address
September 20 Council of Deans Meeting in Provost's Conference Room (1:00 - 4:00 p.m.)

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 3 Faculty Council Meeting (4:00 - 6:00 p.m.)
October 4 Council of Deans Meeting in Provost's Conference Room (1:00 - 4:00 p.m.)
October 18 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 1 Council of Deans Meeting in Provost's Conference Room (1:00 - 4:00 p.m.)
November 7 Faculty Council Meeting (4:00 - 6:00 p.m.)
November 13 CALL FOR NOMINATIONS distributed for awards due February 1 (BOG Excellence in Undergraduate Teaching, Cermak Advising, Monfort Professors, Pennock Award, N. Preston Davis Award, UDPs & UDTSs if vacancies exist)
November 15 Council of Deans Meeting in Provost's Conference Room (1:00 - 4:00 p.m.)
November 18-26 Student Holiday: Thanksgiving Break
November 23-24 UNIVERSITY HOLIDAY
DECEMBER

December 1  PROVOST OFFICE DEADLINE: Recommendations for reappointment of 2nd year faculty to Year 3 due to Provost/EVP
December 5  Faculty Council Meeting (4:00 - 6:00 p.m.)
December 6  Council of Deans Meeting in Provost's Conference Room (1:00 - 4:00 p.m.)
December 8  Fall Semester Classes End
December 11-15  Fall Semester Finals
December 15  PROVOST OFFICE DEADLINE: Promotion & tenure dossiers due to Provost/EVP
December 15-17  Fall Commencement
December 20  Council of Deans Meeting in Provost's Conference Room (1:00 - 4:00 p.m.)
December 25-27  UNIVERSITY HOLIDAY

JANUARY

January 1  UNIVERSITY HOLIDAY
2nd Week  Provost/EVP & Vice Provost discussion of promotion and tenure recommendations
January 15  Provost's Office distributes list of current special course fees and notification that new/increased fees should be in process.
January 15  UNIVERSITY HOLIDAY
January 16  Spring Semester Classes Begin
January 24  Council of Deans Meeting in Provost's Conference Room (1:00 - 4:00 p.m.)

FEBRUARY

February 1  PROVOST OFFICE DEADLINE: Award nominations due (BOG Excellence in Undergraduate Teaching, Cermak Advising, Pennock Award, N. Preston Davis Award, UDPs & UDTSs if vacancies exist)
February 1  PROVOST OFFICE DEADLINE: Requests for new/increased special course fees due to VPUA
February 6  Faculty Council Meeting (4:00 - 6:00 p.m.)
February 14  Council of Deans Review of P & T Dossiers in Provost's Conference Room (1:00 - 4:00)
February 15  PROVOST OFFICE DEADLINE: Recommendations for reappointment of 1st year faculty for Year 2 due to Provost/EVP.
February 21  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 6  Faculty Council Meeting (4:00 - 6:00 p.m.)
March 7  Council of Deans Meeting in Provost's Conference Room (1:00 - 4:00 p.m.)
March 10-18  Spring Break
March 15  PROVOST OFFICE DEADLINE: Annual performance evaluation feedback and self-evaluations due from deans and direct reports to Provost/EVP
March 31  PROVOST OFFICE DEADLINE: Sabbatical reports for Fall semester sabbaticals taken due to Provost/EVP
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 3    Faculty Council Meeting (4:00 - 6:00 p.m.)
         April 4    Council of Deans Meeting in Provost's Conference Room (1:00 - 4:00 p.m.)
         April 18    Council of Deans Meeting in Provost's Conference Room (1:00 - 4:00 p.m.)
         April 16 - 30    Provost/EVP writes annual evaluation reviews on deans and direct-reports

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 1    Faculty Council Meeting (4:00 - 6:00 p.m.)
         May 4    Spring Semester Classes End
         May 7-11 Spring Semester Finals
         May 9    Council of Deans Meeting in Provost's Conference Room (1:00 - 4:00 p.m.)
         May 11-13 Spring Commencement
         May 15    PROVOST OFFICE DEADLINE:  Conflict of Interest Memos and Management Plans
                     due to Brad Woods (RICRO)
         May 16    Council of Deans Meeting in Provost's Conference Room (1:00 - 4:00 p.m.)
         May 28    UNIVERSITY HOLIDAY