

September 18 (Friday) *Horn Professor Nomination due in A&S Dean's office (Hicks)*

September 23 (Wednesday) State of the University Address, 4:00 p.m., Human Sciences 169

September 25 (Friday) 2008-09 Consulting and Outside Employment forms to Office of the Provost

September 30 (Wednesday) *Conflict-of-Interest forms due in A&S Dean's office (Heintz)*

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October 1 (Thursday) Chancellor's Council Distinguished Teaching Award nominations to Office of the Provost

Chancellor's Council Distinguished Research Award nominations to the Office of the Vice President for Research

October 5 (Monday) President's Faculty Book Award submissions to Office of the Provost (2008 copyright year)

October 12 (Monday) *A&S Chairs Meeting*

Submit to A&S Dean's office (Hicks) Faculty Development Leave Applications for 2009-2010

October 16 (Friday) Horn Professor Nominations to Office of the Provost

Tenure and Promotion Dossier due in A&S Dean's office (Hicks, Mansouri)

October 26 (Monday) Faculty Development Leave applications for 2010-11 to Office of the Provost by 5:00 p.m.

October 22-23 (Thur/Fri) Board of Regents

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November 6 (Friday) *Nominations for Bernie E. Rushing, Jr. Faculty Distinguished Research Award due in A&S Dean's office (Heintz)*

November 9 (Monday) *A&S Chairs Meeting*

November 24 (Tuesday) Promotion and Tenure dossiers to Office of the Provost

Notification by deans to any individual faculty members to be terminated at close of academic year. (Faculty members in 2nd year of service by December 5; faculty members in 1st year of service by March 3)

College nominations for the Barnie E. Rushing, Jr. Faculty Distinguished Research Award to the Vice President for Research

Faculty nominations (unlimited) to Office of the Provost:
-- Spencer A. Wells Faculty Award
-- Hemphill-Wells New Professor Excellence in Teaching Award
-- Faculty Distinguished Leadership Award

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December 14 (Monday)

A&S Chairs Meeting

Faculty retirement notifications due in A&S Dean's office (Hicks)

December 17-18 (Thur/Fri) Board of Regents

December 18 (Friday) Graduate commencement, United Spirit Arena

December 19 (Saturday) Undergraduate commencement, United Spirit Arena

DUE DATE

SPRING 2010

January 4 (Monday)

Faculty Retirement Notifications to Office of the Provost

Submit to A&S Dean's office (Mansouri) plans for all extension, in-state off-campus, out-of-state, study abroad courses, certificates, endorsements and programs for AY 2010-2011

***** There is no A&S Chairs Meeting scheduled in January *****

January 13 (Wednesday)

Submit to A&S Dean's Office (Mansouri) department nominations for:
✓ *President's Academic Achievement Award*
✓ *President's Excellence in Teaching Award*
✓ *Alumni Association New Faculty Award*

January 19 (Tuesday)

Reports on undersubscribed classes due to A&S (Roach)

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February 1 (Monday)

Departmental Excellence in Teaching Award applications to the Office of the Provost

Dean's nominations to Office of the Provost:
-- President's Academic Achievement Award
-- President's Excellence in Teaching Award
-- Alumni Association New Faculty Award

February 1 (Monday)

President's Excellence in Academic Advising Award nomination packets due to the Office of the Provost

February 1 (Monday)

Deadline for Students to submit Scholarship applications on-line

February 8 (Monday)

A&S Chairs Meeting

February 26 (Friday)

Deadline for departments to forward H.Y. Price and Academic Achievement Award scholarship names and rankings to A&S (Roach)

February 25-26 (Thur/Fri)

Board of Regents meeting - Amarillo

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March 1 (Monday)

Submit to A&S Dean's Office (Hicks) Annual Faculty Reports with Chairs' Assessments

March 8 (Monday)

A&S Chairs Meeting

March 12 (Friday)

Academic departments, centers/institutes, and support units submit 2009 assessment reports to Deans and Vice Presidents

March 24 (Wednesday)

Submission deadline for annual list of course approvals, change and deletion requests to Office of the Provost. [Supplemental updates are due March 2, July 15, September 15 (even numbered years) and October 15 (odd numbered years)]

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April 12 (Monday)

A&S Chairs Meeting

April 20 (Tuesday)

Faculty Honors Convocation, 3:30 p.m., Human Sciences, Rm. 169

April 21 (Wednesday) Deans and other area leaders reporting to Provost submit 2009 assessment reports to Provost

April 30 (Friday) *A&S Scholarship Reception, 4:00 p.m., Merket Alumni Center*

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May 3 (Monday) Provost and Vice Presidents submit 2009 assessment reports to President

May 10 (Monday) *A&S Chairs Meeting*

May 13-14 (Thur/Fri) Board of Regents

May 14 (Friday) Graduate commencement, United Spirit Arena

May 15 (Saturday) Undergraduate commencement, United Spirit Arena