

# TTU Office of the Provost and Senior Vice President 2025-2026 College of Arts & Sciences Planning Calendar

## DUE DATE

## FALL 2025

|                          |  |
|--------------------------|--|
| August 22 (Friday)       | A&S New Faculty Reception 3-5pm McKenzie Market Alumni Center  |
| August 25 (Monday)       | First Day of Class   |
| August 27 (Wednesday)    | Arts & Sciences Day, South Lawn Holden Hall, 10:30 to 1:30   |
| *****                    |  |
| September 1 (Monday)     | Labor Day Holiday  |
| September 5 (Friday)     | Horn Professor Nominations due to Dean's office  |
| September 8 (Monday)     | Chairs Meeting (all chair meetings 1:30 to 3 pm)   |
| September 15 (Monday)    | Chancellor's Council Distinguished Teaching Award Nominations submitted to Dean's office ( <a href="#">OP 32.13</a> )                        |
|                          | Chancellor's Council Distinguished Research Award Nominations submitted to Dean's office ( <a href="#">OP 32.21</a> )                        |
|                          | 2024-25 Consulting and Outside Employment forms due to Dean's Office   |
|                          | CAS Faculty Research Advancement Program (RAP) Call distributed  |
| September 24 (Wednesday) | CASURA Undergraduate Research Experience Award call distributed<br>CAS Excellence in Engagement & Outreach Award nomination call distributed |
| September 26 (Friday)    | Teaching Academy Induction Ceremony  |
| *****                    |  |
| October 1 (Wednesday)    | Faculty Development Leave Applications due to Dean's Office ( <a href="#">OP 32.29</a> )   |
|                          | Paul Whitfield Horn Professor Nominations due to the Office of   |

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|                        | the Provost ( <a href="#">OP 32.09</a> )   |
| October 3 (Friday)     | <p>Chancellor's Council Distinguished Teaching Award Nominations submitted to InfoReady by college (<a href="#">OP 32.13</a>)</p> <p>Chancellor's Council Distinguished Research Award Nominations submitted to InfoReady by college (<a href="#">OP 32.21</a>)</p> <p>President's Faculty Book Award submissions due to the Office of the Provost (2023, copyright year) (<a href="#">OP 32.34</a>)</p>                               |
| October 6 (Monday)     | <p>Piper Professor Nominations due to the Office of the Provost <a href="#">OP 32.24</a></p> <p>2024-25 Consulting and Outside Employment forms due to Office of Provost (<a href="#">OP 32.07</a>)</p>  |
| October 10 (Friday)    | <p>Changes to prefixes, prerequisites, corequisites, course numbers, credit/contact hours, modality, and deletions for Spring and Summer 2023 courses must be at the Academic Council stage of Curriculog</p> <p>Faculty Development Leave Applications due to the Office of the Provost (<a href="#">OP 32.09</a>)</p>  |
| October 13 (Monday)    | Chairs Meeting   |
| October 15 (Wednesday) | <p>CAS Faculty Research Advancement Program (RAP) proposals due</p> <p>CAS Book Development Lab proposals due</p> <p>Tenure and Promotion Dossiers due to the Dean's office</p>  |
| October 17 (Friday)    | John Burns Conference  |
| October 17 (Friday)    | <p>Faculty Nominations (unlimited) due to Dean's Office:</p> <p>Spencer A. Wells Faculty Award</p> <p>Hemphill-Wells New Professor Excellence in Teaching Award</p> <p>Faculty Distinguished Leadership Award</p> <p>College Nominations for the Barnie E. Rushing Jr. Faculty Distinguished Research Awards due to Dean's Office</p> <p>Nominations for Arts &amp; Sciences Research and Teaching Awards due to the Dean's Office</p> |

**October 24 (Friday)**      **CASURA Undergraduate Research Experience Award proposals due**  
**CAS Excellence in Engagement & Outreach nominations due**

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November 3 (Monday)      College nominations for the Bernie E. Rushing, Jr. Faculty Distinguished Research Awards due to OI&R

November 3 (Monday)      Nominations for the following awards due to Dean's office  
University Distinguished Professorship  
Texas University Fund (TUF) Distinguished Research Professor  
Distinguished Educator or Engaged Scholar  
President's Distinguished Scholar or Artist

November 4 (Tuesday)      Faculty nominations (unlimited) due to Office of the Provost:  
\*Spencer A. Wells Faculty Award  
\*Hemphill-Wells New Professor Excellence in Teaching Award  
\*Faculty Distinguished Leadership Award

Integrated Scholars nominations due to the Office of the Provost

November 7 (Friday)      Lawrence Schovanec Teaching Development Scholarship Applications due to Teaching Academy

November 10 (Monday)      Chairs Meeting  
  
Faculty Emeritus nominations due to Dean's Office

November 13-14  
(Thursday-Friday)      Board of Regents Meeting

November 17 (Monday)      Tenure and Promotion dossiers due to Office of the Provost

November 26-30  
(Thurs-Sun)      Official University Holiday: Thanksgiving

December 1 (Monday)      CAS Faculty RAP Awardees Notified  
CASURA UG Research Experience Awardees Notified

Faculty Emeritus nominations due to Office of the Provost  
([OP10.07](#))

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| December 3 (Wednesday)              | Last Day of Classes  |
| December 4 (Thursday)               | Individual Study Day   |
| December 5-10<br>(Thurs-Tues)       | Final Examinations (No exams on Sunday)  |
| December 8 (Monday)                 | Chairs Meeting   |
| December 8 (Monday)                 | Nominations for the following teaching and research awards due to Dean's Office:<br>President's Academic Achievement Award<br>President's Excellence in Teaching Award<br>Alumni Association New Faculty Award<br><br>President's Excellence in Commercialization Award nominations due to the Dean's Office |
| December 11 (Thursday)              | Noon, Grades due for Graduating Seniors  |
| December 12-13<br>(Friday-Saturday) | Fall Commencement  |
| December 15 (Monday)                | 5:00 pm, Final Grades Due  |
| December 20 (Saturday)              | Nominations for the following awards due to Provost Office<br>University Distinguished Professorship<br>Texas University Fund (TUF) Distinguished Research Professor<br>Distinguished Educator or Engaged Scholar<br>President's Distinguished Scholar or Artist   |
| *****                               |  |
| <b>DUE DATE</b>                     | <b>SPRING 2026</b>   |
| January 12 (Monday)                 | Chairs Meeting   |
| January 12 (Monday)                 | Faculty on Duty Day  |
| January 13 (Tuesday)                | New Faculty Orientation  |
| January 14 (Wednesday)              | First Day of Class   |
| January 15 (Thursday)               | Book Development Lab Recipient Announced   |

January 19 (Monday)

Martin Luther King Jr. Holiday

January 30 (Friday)

Dean's nominations for the following awards due to Office of the Provost:

\*President's Academic Achievement Award

\*President's Excellence in Teaching Award

\*Alumni Association New Faculty Award

Teaching Academy Departmental Excellence in Teaching Award applications to Teaching Academy

President's Excellence in Faculty Peer Mentorship Award due to Teaching Academy

CAS Excellence in Engagement & Outreach Award Recipients announced

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February 2 (Monday)

Nancy J. Bell Faculty Excellence in Mentoring nominations due to Graduate School

February 6 (Sunday)

President's Excellence in Academic Advising Award (Contact: Kamerin Schacht)

February 9 (Monday) President's Excellence in Commercialization Award nominations due to OI&R

February 9 (Monday)

Chairs Meeting

February 13 (Friday)

President's Excellence in Engaged Scholarship Award nominations due to the Office of University Outreach and Engagement

Provost's Institutional Effectiveness Excellence Award nominations due to Office of the Provost

February 17 (Tuesday)

Changes to prefixes, prerequisites, corequisites, course numbers, credit/contact hours, modality and deletions for Fall 2026 courses must be at the Academic Council stage of Curriculog.

February 20 (Friday)

Advancing Teaching and Learning Conference

Feb 26-27

Board of Regents Meeting

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March 9 (Monday)

Chairs Meeting

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|-----------------------------|--|
| March 13 (Friday)           | Teaching Academy New Member recommendation/ nomination letters due to the Teaching Academy |
| March 14-March 22 (Sat-Sun) | Spring Break   |
| March 27 (Friday)           | Teaching Academy New Member applications due to Teaching Academy                           |
| *****                       |  |
| April 6 (Monday)            | No Classes   |
| April 13 (Monday)           | Chairs Meeting   |
| April 21 (Tuesday)          | No classes   |
| April 22 (Wednesday)        | Faculty Convocation  |
| *****                       |  |
| May 5 (Tuesday)             | Last Day of Classes  |
| May 6 (Wednesday)           | Individual Study Day   |
| May 7-8 (Thursday-Friday)   | Board of Regents Meetings  |
| May 7-12 (Thur-Tues)        | Final Examinations (No exams on Sunday)  |
| May 11 (Monday)             | Chairs Meeting   |
| May 13 (Wednesday)          | Noon, grades due for Graduating Seniors  |
| May 15-16 (Friday-Saturday) | Spring Commencement  |
| May 18 (Monday)             | 5:00 pm, Final Grades Due  |
| May 29 (Friday)             | Faculty Emeritus Nominations due to the Dean's office                                      |
| May 29 (Friday)             | Faculty on Duty Summer I<br>Classes Begin Summer I   |
| *****                       |  |
| June 1 (Monday)             | Faculty Emeritus nominations due to the Office of the Provost                              |

June 8 (Monday)

Chairs Meeting

June 19 (Friday)

Juneteenth Holiday-No classes

June 30 (Tuesday)

Last day of classes—Summer I

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July 1-2  
(Wed-Thurs)

Final examinations

July 4 (Saturday)

Independence Day

July 6 (Monday)

5:00 pm, Final Grades Due for Summer I

July 7 (Tuesday)

Classes Begin Summer II

July 13 (Monday)

Chairs Meeting

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August 5 (Wednesday)

Last Day of Classes

August 6-7 (Thurs-Fri)

Final Examinations for Summer II

August 8 (Saturday)

Commencement

August 10 (Monday)

5:00 pm, Final Grades due Summer II

August 10 (Monday)

Chairs Meeting