

Fall 2023 Faculty Calendar

August 2023

14	Mon	University Convocation
15	Tues	All-Faculty Meeting
16	Wed	Academic Leadership Team Meeting
17	Thurs	CTE Workshop
21	Mon	Fall Classes Begin
21	Mon	Fee Payment due with the Student Accounts Office by 4:30 p.m. \$75.00 Non-refundable Late Fee Assessed at 4:30p.m.
23	Wed	ELearn 1/1 st Session: Last day to Add a course or Drop a course via Self-Service without receiving a "W" grade.
23	Wed	ELearn 1/1 st Session: Last day to receive a full refund (100% minus non-refundable fees)
24	Thurs	ELearn 1/1 st Session: All courses dropped will receive a grade of "W". Drop form required.
25	Fri	Full Term: Last day to Add a course or Drop a course via Self-Service.
28	Mon	Spring 2024 Schedule of Classes to Departments
30	Wed	Fall Faculty Appointment Forms Due to Provost, Office Hours, & PM-11
31	Thurs	Drop for Non-Attendance reporting due 4:30

September 2023

1	Fri	Full Term: Last day to receive a full refund (100% minus non-refundable fees).
1	Fri	Full Term: Last day to Add a course with Instructor and Advisor signatures.
1	Fri	Drop for Non-Attendance (Full, ELearn 1 & 1 st Session)
4	Mon	LABOR DAY: UNIVERSITY CLOSED
6	Wed	Spring 2024 Schedule of Classes to Provost
8	Fri	Full Term: Last day to Drop a Course without receiving a "W" grade. Drop form required.
8	Fri	Census Day (Full, ELearn 1 & 1 st Session)
8	Fri	Faculty Promotion Candidates: Portfolio and Portfolio Summaries Due to Dean
11	Mon	Full Term: All Courses dropped will receive a grade of "W". Drop form required.
13	Wed	Faculty Workload Reports due to Provost
13	Wed	Spring 2024 Schedule of Classes Due to Registrar from Provost

18	Mon	Budget Reports (through Sept. 15) due to Provost
18	Mon	ELearn 1/1 st Session: Last day to Drop a course with a “W” grade. Drop form required. NO DROPS ALLOWED AFTER THIS DATE.
19	Tues	University Promotions Committee Members Announced
20	Wed	Academic Leadership Team Meeting
22	Fri	Spring 2024 Schedule of Classes Back to Departments for Review
27	Wed	Changes to the Spring 2024 Schedule of Classes due back to Registrar’s Office
28	Thurs	Fall 2024 New Faculty requests due to Provost
29	Fri	Primary Promotion Committee memberships due to Provost

October 2023

2	Mon	Spring 2024 Schedule of Classes Published
2	Mon	APPLICATION FOR GRADUATION FOR SPRING 2023 ARE DUE IN THE REGISTRAR’S OFFICE
2	Mon	Advising period for Spring 2024
3	Tues	Any Changes to the Spring 2024 Schedule of Classes must be done via the online schedule change form.
8	Sun	ELearn 1/1 st Session: Classes End-Final Exams
11	Wed	ELearn 1/1 st Session: Final Grades Due in Self-Service by Noon.
12-13	Thur-Fri	Fall Break: No Classes; Offices Open
16	Mon	ELearn 2/2 nd Session: Classes Begin
16	Mon	ELearn 2/2 nd Session: Fee Payment due to the Student Accounts office by 4:30p.m. \$75.00 Non-refundable Late Fee assessed at 4:30p.m.
16	Mon	Budget Report (through Oct 15) due to Provost
16-20	Mon-Fri	Full Term: Mid-Semester Examination Period
18	Wed	ELearn 2/2 nd Session: Last day to receive a full refund (100% minus non-refundable fees
18	Wed	ELearn 2/2 nd Session: Last day to add a course or Drop a course via Self-Service without receiving a “W” grade.
19	Thurs	ELearn 2/2 nd Session: All courses dropped will receive a grade of “W”. Drop form required.
20	Fri	Faculty Workload Report (with ELearn 2 revisions) due to Provost
23	Mon	Registration for Spring 2024 begins.
23	Mon	Drop for Non-Attendance reporting due 4:30pm
24	Tue	Drop for Non-Attendance (ELearn 2 and 2 nd Session)

31	Tues	Deadline for Primary Promotion Committee Deliberations to Have Occurred
25	Wed	Full Term: Mid Term grades due by Noon via Self-Service

November 2023

3	Fri	Full Term-Last day to Drop a course with a "W" grade. Drop form required. NO DROPS ALLOWED AFTER THIS DATE.
13	Mon	ELearn 2/2 nd Session: Last day to Drop a course with a "W" grade. Drop form required. NO DROPS ALLOWED AFTER THIS DATE.
13	Mon	Documentation from Primary Committee due to Provost
15	Wed	Academic Leadership Team Meeting
17	Fri	Budget Report (through Nov. 15) due to Provost
17	Fri	Call for Nominations, Faculty Awards for Fall 2023
22	Wed	THANKSGIVING HOLIDAY BEGINS, 12:30 p.m.
23-24	Thurs-Fri	THANKSGIVING BREAK

December 2023

1	Fri	Full Term: LAST DAY OF CLASSES
3	Sun	ELearn 2/2 nd Session: CLASSES END-FINAL EXAMS
4-8	Mon-Fri	Full Term: FINALS WEEK
7	Thurs	Deadline for Faculty Award Nominations for Spring 2023
9	Sat	Move Out of Resident Halls for non-returning students.
12	Tue	ALL FINAL GRADES DUE IN SELF-SERVICE BY NOON.
13	Wed	Deadline for University Promotion Committee Deliberations to Have Occurred
14	Thurs	FALL COMMENCEMENT
18	Mon	Budget Report (through Dec. 15) due to Provost
22	Fri	Holiday Break: UNIVERSITY CLOSED THROUGH JANUARY 3 rd , 2024.