

# August 2011

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			
				<p><b>Matriculation Ceremony</b> 1:45 pm</p> <p><b>New Faculty Benefits Orientation</b> 10:00 am -11:30 am Tisch 304</p> <p><b>AS&amp;E Faculty Meeting</b> 2:45 pm Balch Arena</p>		

# September 2011

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
				1 New Faculty Orientation: Part 1 9:00 am-3:00 pm Coolidge Room	2	3
4 Returning Students Arrive	5 Labor Day (University Holiday) No Classes	6 Classes Begin Ex-College Registration	7	8	9 A&S Chairs and Program Directors Orientation Coolidge Room 10:00 am -2:30 pm Chairs 10:00-11:00 am Program Directors	10
11	12	13	14 A&S Faculty Meeting 12:00 pm-1:20 pm Coolidge Room	15	16 New Faculty Orientation: Part 2 12:00 pm-4:00 pm Chase Center  Library Orientation/Advanced Trunk Training	17
18	19 Engineering Dept. Chair Meeting 12:00 pm-1:20 pm Burden Lounge	20 AS&E ADD Deadline by 5:00PM EST	21 A&S Department Chair Meeting 12:00 pm-1:20 pm Coolidge Room Engineering Faculty Meeting 12:00 pm-1:20 pm Nelson Auditorium	22	23	24
25	26	27	28 AS&E Faculty Meeting 12:00 pm-1:20 pm Coolidge Room	29	30 ENGG. Open House FY13-5 Budget Development Package Distributed (A&S)  Full-Time Faculty Review Memos distributed (NTT and TT) by FAO (A&S)	

# October 2011

SUND	MONDAY	TUESDAY	WEDNESDAY	THURS	FRIDAY	SATURDAY
						1
2	3	4	5	6	7 <p style="text-align: center;"><b>ENGG. Open House</b></p> <p style="text-align: center;"><b>FRAC Faculty Research Fund Deadline</b></p>	8
9	10 <p style="text-align: center;"><b>Columbus Day (University Holiday) No Classes</b></p>	11 <p style="text-align: center;"><b>Drop/Pass/Fail Deadlines by 5:00 pm EST</b></p>	12 <p style="text-align: center;"><b>GSAS Faculty Meeting 12:00pm-1:20pm Alumnae Lounge</b></p>	13	14 <p style="text-align: center;"><b>Women in ENGG Open House</b></p> <p style="text-align: center;"><b>FY12 First Quarter Projection—Notify BFO of any material issues (A&amp;S)</b></p>	15 <p style="text-align: center;"><b>Homecoming 1:30 pm Ellis-Oval</b></p>
16	17	18 <p style="text-align: center;"><b>AS&amp;E Incomplete Deadline by 5:00 pm EST</b></p>	19 <p style="text-align: center;"><b>A&amp;S Department Chair Meeting 12:00 pm-1:20 pm Coolidge Room</b></p>	20	21 <p style="text-align: center;"><b>Deadline Senior Faculty Research Semester Leaves Mellon Leaves for Engineering &amp; Mellon Awards for A &amp; S</b></p> <p style="text-align: center;"><b>President's Inauguration Ceremony 2:00PM -Residential Quad Reception 3:30PM -Academic Quad</b></p>	22
23	24 <p style="text-align: center;"><b>Engineering Dept. Chair Meeting 12:00 pm-1:20pm Burden Lounge</b></p> <p style="text-align: center;"><b>FY13-5 Budget Request Review Meetings Begin (A&amp;S)</b></p>	25	26 <p style="text-align: center;"><b>A&amp;S Faculty Meeting (Degrees/Honors) 12:00 pm-1:20pm Coolidge Room</b></p> <p style="text-align: center;"><b>Engineering Faculty Meeting (Degrees/Honors) 12pm-1:20pm Nelson Auditorium</b></p>	27 <p style="text-align: center;"><b>VOICES Program</b></p>	28 <p style="text-align: center;"><b>ENGG. Open House</b></p> <p style="text-align: center;"><b>VOICES Program</b></p> <p style="text-align: center;"><b><u>Parents and Family Weekend</u></b> <b><u>Mayer Campus Center</u></b></p>	29
30	31 <p style="text-align: center;"><b>Humanities Open House</b></p>					

# November 2011

SUN	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
		1	2 AS&E Faculty Meeting (degrees) 12:00 pm-1:20 pm Coolidge Room	3	4 ENGG. Open House  Trustees Meeting 11:00 am TBD  FRAC Summer Faculty Fellowships Deadline	5 Trustees Meeting 8:30 am-12:00 pm Coolidge Room
6	7 Science and Mathematics Open House	8 Substitute Friday's Schedule	9 A&S Department Chair Meeting 12:00 pm-1:20 pm Coolidge Room  Undergraduate and Graduate Registration Begins	10	11 Veteran's Day (University Holiday) No Classes	12
13	14 Women in Engineering Open House	15 Undergraduate and Graduate DROP Deadline by 5:00 pm EST	16 Engineering Faculty Meeting 12:00 pm-1:20 pm Nelson Auditorium	17	18 2 <sup>nd</sup> year faculty reviews due (SOE only) Undergraduate and Graduate Registration Ends by 5:00 pm EST 1st Due Date for NTT Renewal Notifications (A&S)	19
20	21 Engineering Dept. Chair Meeting 12:00 pm-1:20 pm Burden Lounge	22	23 No Classes	24 Thanksgiving (University Holiday) No Classes	25 University Holiday No Classes	26
27	28	29	30 A&S Faculty Meeting 12:00 pm-1:20 pm Coolidge Room			

# December 2011

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
				1 <b>AS&amp;E Leave applications due</b>	2	3
4	5	6	7 <b>AS&amp;E Faculty Meeting 12:00 pm-1:20 pm Coolidge Room</b>	8	9	10
11	12 <b>Classes End WITHDRAW Deadline and receive a grade of "W" by 5:00 pm EST</b>	13 <b>Reading Period</b>	14 <b>Reading Period A&amp;S Department Chair Meeting 12:00 pm-1:20 pm Coolidge Room  12pm-1:20pm Engineering Faculty Meeting Nelson Auditorium</b>	15 <b>Finals Begin</b>	16	17
18	19 <b>Engineering Dept. Chair Meeting 12:00 pm-1:20 pm Burden Lounge</b>	20	21	22 <b>Finals End</b>	23	24
25	26 <b>Christmas Day (Observed) (University Holiday)</b>	27	28	29	30	31

# January 2012

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
1	2 <b>New Year's Day (Observed) (University Holiday)</b>	3 <b>Fall Term Grades Due Online by 9:00 am</b>	4 <b>FY12 Mid-year Projections Template distributed by BFO to Chairs &amp; Dept. Admins (A&amp;S)</b>	5	6	7
8	9	10	11 <b>Mid-year revenue &amp; expense template projections due to BFO (A&amp;S)</b>	12	13	14
15	16 <b>Martin Luther King Day (University Holiday)</b>	17	18 <b>New Student Orientation</b>	19 <b>Classes Begin  Ex-College Registration</b>	20	21
22	23 <b>Engineering Dept. Chair Meeting 12:00 pm-1:20pm Burden Lounge</b>	24	25 <b>A&amp;S Department Chair Meeting 12:00 pm-1:20 pm Coolidge Room</b>	26	27 <b>New Faculty Orientation: Part III 10:00 am-1:00 pm Chase Center</b>	28
29	30	31				

# February 2012

SUNDAY	MONDAY	TUESDA	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
			1 <b>A&amp;S Faculty Meeting (Degrees)</b> 12:00 pm-1:20 pm Coolidge Room  <b>Engineering Faculty Meeting (Degrees)</b> 12:00 pm-1:20 pm Nelson Auditorium	2  <b>AS&amp;E ADD Deadline</b> by 5:00 pm EST	3	4
5	6  <b>FRAC</b> <b>Faculty Research</b> <b>Fund Deadline</b>	7	8  <b>AS&amp;E Faculty Meeting (Degrees)</b> 12:00 pm-1:20 pm	9	10  <b>Trustees Meeting</b> 11:00 am Location TBD	11  <b>Trustees Meeting</b> 8:30 am-12:00 pm Coolidge
12	13	14	15  <b>A&amp;S Department Chairs</b> 12:00 pm-1:20pm Coolidge Room	16	17  <b>2nd Due Date for NTT</b> <b>Renewal Notifications (A&amp;S)</b>  <b>Faculty Merit Rosters</b> Distributed by FAO (A&S)	18
19	20  <b>President's Day</b> <b>(University Holiday)</b> <b>No Classes</b>	21	22	23  <b>Drop/Pass/Fail Deadlines</b> by 5:00 pm EST  Substitute Monday's Schedule	24  <b>FRAC</b> <b>Distinguished Scholar</b> <b>Deadline</b>	25
26	27	28	29  <b>AS&amp;E Faculty Meeting (nominations)</b> 12:00 pm-1:20 pm Coolidge Room			

# March 2012

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
				1 AS&E Incomplete Deadline by 5:00 pm EST  4 <sup>th</sup> year faculty reviews due (SOE only)	2 Faculty Merit Rosters Due to FAO (A&S)	3
4	5	6	7 A&S Department Chair Meeting 12pm-1:20pm Coolidge Room  Engineering Faculty Meeting 12:00 pm-1:20 pm Nelson Auditorium	8	9	10
11	12	13	14 A&S Faculty Meeting 12:00 pm-1:20 pm Coolidge Room	15	16	17 Spring Recess Begins
18	19 Engineering Dept. Chair Meeting 12:00 pm-1:20 pm Burden Lounge	20	21	22	23	24
25	26 Classes Resume	27	28 AS&E Faculty Meeting (elections) 12:00 pm-1:20 pm Coolidge Room	29	30	31

# April 2012

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
1	2 FY12 third quarter projections template distributed by BFO to Chairs & Dept. Admins (A&S)	3	4 GSAS Faculty Meeting (Degrees) 12:00 pm-1:20pm Coolidge Room	5 DROP Deadline (1 <sup>st</sup> year undergrad) by 5:00 pm EST (A&S) Staff Merit Rosters Distributed (A&S)	6	7
8	9 Undergraduate and Graduate Registration Begins	10	11 A&S Faculty Meeting 12:00 pm-1:20 pm Coolidge Room	12 Third quarter revenue & expense projections template due to BFO (A&S)	13 Admissions Open House	14
15	16 Patriot's Day (University Holiday) No Classes	17	18 A&S Department Chair Meeting 12:00 pm-1:20 pm Coolidge Room	19	20 Admissions Open House  Undergraduate and Graduate Registration Ends by 5:00 pm EST	21
22	23 Admissions Open House  Engineering Dept. Chair Meeting 12:00 pm-1:20 pm Burden Lounge  Staff merit roster recommendations due back to BFO (A&S)	24	25 Engineering Faculty Meeting (undergrad degrees) 12:00 pm-1:20 pm Nelson Auditorium	26	27 AS&E Deadline for Faculty Position Requests	28
29	30 Classes End  WITHDRAW Deadline to receive a "W" by 5:00 pm EST					

# May 2012

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
		1 Reading Period	2 Reading Period AS&E Faculty Meeting 12:00 pm-1:20 pm Coolidge Room	3 Reading Period	4 Final Exams Begin	5
6	7 Engineering Dept. Chair Meeting 12:00 pm-1:20 pm Burden Lounge	8	9 A&S Faculty Meeting (Degrees) 12:00 pm-1:20 pm Coolidge Room	10	11 Final Exams End  Deadline for delivering requisitions to Purchasing for inclusion in FY12 (A&S)	12
13	14 Degree Candidates Grades Due Online by 9:00 am EST  Senior Week Begins  Engineering Faculty (Electronic vote of graduate degrees) FRAC GIA Deadline	15	16 AS&E Faculty Meeting (degrees) 2:45 pm Balch Arena	17 A&S Faculty Meeting (Honors) 12:00 pm TBD  Engineering Faculty Meeting (honors) 3:00PM Nelson Auditorium	18 Remaining Grades Due Online by 9:00 am EST  Senior Week Ends  Trustees Meeting 11:00 am TBD	19 Trustees Meeting 8:30 am- 12:00pm TBD
20 Commencement	21 Residence Halls Close	22	23 First Summer Session Begins	24	25	26
27	28 Memorial Day (University Holiday) Classes Suspended	29	30	31 Staff Performance Review Certifications Due to Debbie Walsh, in EAD's office (A&S)		

# June 2012

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15 <b>FY13 Budget Distributed (Compensation &amp; Not Compensation) (A&amp;S)</b>  <b>Notify BFO of any FY12 Expense Accrual (A&amp;S)</b>	16
17	18	19	20	21	22	23
24	25	26	27	28	29 <b>Fist Summer Session Ends</b>	30 <b>Final FY2012 PCard Purchases must be approved by Dept. Representative (A&amp;S)</b>  <b>3rd Due Date for NTT Renewal Notifications (A&amp;S)</b>

# July 2012

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
1 <b>Blanket orders from Hard Money accounts must be renewed (A&amp;S)</b>	2	3 <b>Second Summer Session Begins</b>	4 <b>Independence Day (University Holiday) Classes Suspended</b>	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

# August 2012

August 2012						
SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
			1	2	3	4
5	6	7	8	9	10 <b>Second Summer Session Ends</b>	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31 <b>Matriculation Ceremony</b> 1:45 pm  <b>New Faculty Benefits Orientation</b> 10:00 am -11:30 am Tisch 304  <b>AS&amp;E Faculty Meeting</b> 2:45 pm Balch Arena	