

# September 2009

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
		1	2 <b>Matriculation</b> 2:45 PM – AS&E <b>Faculty Meeting</b> Degrees/ Introductions <i>Balch Arena Theater</i>  <b>New Student Orientation</b>	3 9:00-10:30 AM <b>Eng. Dept. Chairs Mtg.</b> <i>Burden Lounge, Anderson Hall</i> 9:00 AM-5:30 PM <b>New Faculty Orientation Part 1</b> <i>Coolidge Room, Ballou Hall</i>	4	5
6	7 <b>Labor Day</b> University Holiday	8 <b>Classes Begin</b> Ex-College Registration	9	10	11 9:00 AM-4:00 PM <b>New Chairs Orientation</b> <i>Chase Dining Hall</i>	12
13	14	15	16 12:00-1:20 PM <b>A&amp;S Faculty Meeting</b> <i>Coolidge Room</i>	17	18	19
20	21	22 Add Deadline	23 12:00-1:20 PM <b>A&amp;S Dept. Chairs Mtg.</b> <i>Coolidge Room</i>  12:00-1:20 PM <b>Eng. Faculty Mtg.</b> <i>Nelson Auditorium, Anderson Hall</i>	24	25 12:30-5:00 PM <b>New Faculty Orientation Part 2</b> <i>Coolidge Room, Ballou Hall</i>	26
27	28 Non-Tenure Track & Tenure-Track Review Memos Distributed	29	30 12:00-1:20 PM <b>AS&amp;E Faculty Meeting</b> <i>Coolidge Room</i>			

# October 2009

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
				1 FY 11-13 Budget Development Package Distributed	2 Faculty Research Fund (FRF) Deadline (FRAC)	3
4	5	6	7	8	9	10 <b>Homecoming</b>
11	12 <b>Columbus Day</b> University Holiday	13 <i>Substitute Monday's schedule</i> Drop, Pass/Fail Deadlines	14 <b>12:00-1:20 PM</b> <b>A&amp;S Dept. Chairs Mtg.</b> <i>Alumnae Lounge</i>	15 <b>9:00-10:30 AM</b> <b>Eng. Dept. Chairs Mtg.</b> <i>Burden Lounge, Anderson Hall</i>	16 Parents' Weekend Begins FY 11-13 Budget Development Package Due to BFO & FAO Senior Semester Leave and Mellon Fellowship Deadlines (FRAC)	17
18 Parents' Weekend Ends	19	20 Spring 2009 Incomplete Makeup Deadline	21	22 <b>Dean's Faculty Forum</b> <i>Coolidge Room</i>	23 <b>12:00PM-5:00PM</b> <b>New Faculty Orientation Part 3</b> <i>Chase Dining Hall</i>	24
25	26	27	28 <b>12:00-1:20 PM</b> <b>A&amp;S Faculty Meeting</b> Degrees <i>Coolidge Room</i>  <b>12:00-1:20 PM</b> <b>Eng. Faculty Mtg.</b> Degrees <i>Nelson Auditorium, Anderson Hall</i>	29	30	31

# November 2009

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
1	2	3	4 <b>12:00-1:20 PM</b> <b>AS&amp;E Faculty Meeting</b> Degrees <i>Coolidge Room</i>	5	6 <b>Board of Trustees Meeting</b>  Summer Faculty Fellowship (SUM) Deadline (FRAC)	7 <b>Board of Trustees Meeting</b>
8	9 Registration Begins	10 <b>2:00-3:30 PM</b> <b>Eng. Dept. Chairs Mtg.</b> <i>Burden Lounge, Anderson Hall</i>	11 <b>Veterans' Day Observed</b> University Holiday  <b>Classes Held</b>	12	13	14
15	16	17 First Year Drop Deadline	18 <b>12:00-1:20 PM</b> <b>A&amp;S Dept. Chairs Mtg.</b> <i>Coolidge Room</i>  <b>12:00-1:20 PM</b> <b>Eng. Faculty Mtg.</b> <i>Nelson Auditorium, Anderson Hall</i>	19	20 Registration Ends	21
22	23	24	25 No Classes	26 <b>Thanksgiving</b> University Holiday	27 University Holiday	28
29	30 <b>1st Due Date for Non-Tenure Track Renewal Notifications</b>					

# December 2009

December 2009						
SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
		1 Leave applications due	2 <b>12:00-1:20 PM</b> <b>AS&amp;E Faculty Meeting</b> <i>Coolidge Room</i>  New Directions in Research Deadline (FRAC)	3	4	5
6	7	8 <b>2:00-3:00 PM</b> <b>Eng. Dept. Chairs Mtg.</b> <i>Burden Lounge, Anderson Hall</i>	9 <b>12:00-1:20 PM</b> <b>A&amp;S Faculty Meeting</b> <i>Coolidge Room</i>	10	11 <b>Classes End</b>  Withdraw Deadline	12
13	14 <b>Reading Period</b>	15 <b>Final Exams Begin</b>	16 <b>12:00-1:20 PM</b> <b>Eng. Faculty Mtg.</b> <i>Nelson Auditorium, Anderson Hall</i>	17	18	19
20	21	22 <b>Final Exams End</b>	23	24 University Holiday	25 <b>Christmas</b> University Holiday	26
27	28	29	30	31		

# January 2010

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
**Please visit the following website for an updated schedule of Engineering Chairs Meetings for Spring 2010: <a href="http://ase.tufts.edu/faculty-info/chair/2009-2010meetings.htm">http://ase.tufts.edu/faculty-info/chair/2009-2010meetings.htm</a>					1 <b>New Year's Day</b> University Holiday	2
3	4 <b>Fall Semester Grades Due</b>	5 Grades Delivered to Academic Deans	6	7 Academic Standing Committee Meeting	8	9
10	11 Mid-year revenue & expense projections due to BFO	12	13	14	15	16
17	18 <b>Martin Luther King, Jr. Day</b> University Holiday	19 New Student Orientation	20 New Student Orientation	21 <b>Classes Begin</b>  <b>Ex-College Registration</b>	22	23
24	25	26	27 12:00-1:20 PM <b>A&amp;S Faculty Meeting</b> Degrees <i>Coolidge Room</i>  12:00-1:20 PM <b>Eng. Faculty Mtg.</b> Degrees <i>Nelson Auditorium,                      Anderson Hall</i>	28	29 12:00-1:20 PM <b>A&amp;S Dept. Chairs Mtg.</b> <i>Coolidge Room</i>	30
31						

# February 2010

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
	1	2	3 <b>12:00-1:20 PM</b> <b>AS&amp;E Faculty Meeting</b> Degrees <i>Coolidge Room</i>	4 Add Deadline	5 <b>Board of Trustees Meeting</b>  Faculty Research Fund (FRF) Deadline (FRAC)	6 <b>Board of Trustees Meeting</b>
7	8	9	10	11	12	13
14	15 <b>Presidents' Day Observed</b> University Holiday	16 Faculty Merit Roster Distributed	17 <b>12:00-1:20 PM</b> <b>Eng. Faculty Mtg.</b> <i>Nelson Auditorium, Anderson Hall</i>	18 <i>Substitute Monday's Schedule</i>	19 2nd Due Date for Non Tenure Track Renewal Notifications	20
21	22	23	24 <b>12:00-1:20 PM</b> <b>AS&amp;E Faculty Meeting</b> Nominations <i>Coolidge Room</i>	25 Drop, Pass/Fail Deadline	26 Distinguished Scholarship Awards (Social Sciences) Deadline (FRAC)	27
28						

# March 2010

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
	1 Faculty Merit Roster Due to FAO	2	3 <b>12:00-1:20 PM</b> <b>A&amp;S Faculty Meeting</b> <i>Coolidge Room</i>	4 Fall 2009 Incomplete Makeup Deadline	5	6
7	8	9	10 <b>12:00-1:20 PM</b> <b>A&amp;S Dept. Chairs Mtg.</b> <i>Coolidge Room</i>  <b>12:00-1:20 PM</b> <b>Eng. Faculty Mtg.</b> <i>Nelson Auditorium, Anderson Hall</i>	11	12	13
14	15	16	17 <b>12:00-1:20 PM</b> <b>AS&amp;E Faculty Meeting</b> Elections <i>Coolidge Room</i>	18	19	20 <b>Spring Break Begins</b>
21	22	23	24	25	26	27
28 <b>Spring Break Ends</b>	29 <b>Classes Resume</b>	30	31 <b>12:00-1:20 PM</b> <b>A&amp;S Faculty Meeting</b> <i>Coolidge Room</i>			

# April 2010

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
				1 First Year Drop Deadline	2	3
4	5	6	7 <b>12:00-1:20 PM</b> <b>A&amp;S Dept. Chairs Mtg.</b> <i>Coolidge Room</i>	8	9 Staff Merit Rosters Distributed	10
11	12 Registration Begins  <b>Third Quarter projections Due to BFO</b>	13	14 <b>12:00-1:20 PM</b> <b>AS&amp;E Faculty Meeting</b> <i>Coolidge Room</i>	15	16	17
18	19 <b>Patriots' Day Observed</b> University Holiday	20	21	22	23 Registration Ends  Staff Merit Rosters Due to BFO	24
25	26	27	28 <b>12:00-1:20 PM</b> <b>Eng. Faculty Mtg.</b> <i>Nelson Auditorium, Anderson Hall</i>	29	30 <b>Faculty Position Requests due to Academic Deans</b>	

# May 2010

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
						1
2	3 <b>Classes End</b> Withdraw Deadline	4 <b>Reading Period</b>	5 <b>Reading Period</b>	6 <b>Reading Period</b>	7 <b>Final Exams Begin</b>	8
9	10 <b>FY 2010</b> <b>Requisitions</b> <b>requiring BFO</b> <b>approval due</b>	11	12 <b>12:00-1:20 PM</b> <b>A&amp;S Faculty Meeting</b> Degrees <i>Coolidge Room</i>  <b>12:00-1:20 PM</b> <b>Eng. Faculty Mtg</b> Degrees <i>Nelson Auditorium,</i> <i>Anderson Hall</i>	13	14 <b>Final Exams End</b>  <b>Last GIA Due</b> <b>(FRAC)</b>	15
16	17 Degree Candidates' Spring Semester Grades Due by 9 AM  <b>Senior Week Begins</b>	18	19 <b>2:45 PM</b> <b>AS&amp;E Faculty Meeting</b> Degrees <i>Location TBD</i>	20 <b>12:00 PM</b> <b>A&amp;S Faculty Meeting</b> Honors <i>Location TBD</i>  <b>2:30 PM</b> <b>Eng. Faculty Mtg</b> Honors <i>Nelson Auditorium,</i> <i>Anderson Hall</i>	21 Remaining Grades Due by 9 AM  <b>Board of Trustees</b> <b>Meeting</b>  <b>Senior Week Ends</b>	22 <b>Board of Trustees</b> <b>Meeting</b>
23 <b>Commencement</b>	24 Residence Halls Close For Remaining Students	25	26 <b>Summer Session I</b> <b>Begins</b>	27	28	29
30	31 <b>Memorial Day</b> University Holiday					

# June 2010

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
		1	2	3	4	5
6	7	8	9	10	11	12
13	14 FY11 Budget Distributed (Compensation & Non Compensation)	15	16	17	18 3rd Due Date for Non Tenure Track Renewal Notifications	19
20	21	22	23	24	25	26
27	28	29	30 Final FY2010 PCard Purchases must be approved by Department Representative			

# July 2010

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
				1	2 Summer Session I Ends	3
4 Independence Day	5 Independence Day Observed University Holiday	6 Summer Session II Begins	7	8	9	10
11	12	13	14 Quarterly Effort Reports due to Sponsored Programs Accounting	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31 (Summer Session II ends on Friday, August 13 <sup>th</sup> )