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ARKANSAS TECH UNIVERSITY
FACULTY AND STAFF CALENDAR 2020-21

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* NOTE: The fall and spring dates below pertain to full-term courses. The calendar for condensed courses may differ from what is printed below. Please reference the Registrar's Office website for course and term definitions and pertinent Academic Calendar dates for courses not conforming to the beginning and ending dates outlined below.

**Spring break 2021 is subject to change.

Curriculum/program proposals were due in the Registrar's Office by <u>July 1, 2020.</u>
For inclusion in the 2021-22 catalog, curricula and course description additions/ deletions/changes must be approved through the committee structure no later than the December committee meetings. If considered a "cosmetic curriculum change," then the change must be approved by Academic Affairs and the pertinent reviewers during fall, 2020.

Fall Term Opens - August 10, 2020

Fall Term - August 19, 2020 to December 8, 2020

Banner schedule training (training available as needed) ....August 3 – September 23
Department may enter spring 2021 schedule in Banner ....August 3 – September 23
Department review of spring 2021 schedule through ARGOS ....August 3 – September 23
Selected fall activities .... August 10 - 18
Registration ....August 10 – 18
Last day for departments to make changes to schedule in Banner ....August 13
     (subsequent changes must be approved by Academic Affairs)
Classes begin...August 19
Last day to officially withdraw/drop courses with full reduction of tuition and fees...................August 25
Last day to register and add courses/change sections..August 25
Last day to officially withdraw/drop courses with 80 percent reduction of tuition................. September 2
Labor Day holiday .... September 7
Condensed courses request forms due in Registrar's Offices... September17
AAS Spring course recommendations for Ozark Campus due to Department Heads............ September 17
Deadline for Sabbatical applications for 2021 calendar year .... September 15
Dean of College review spring 2021 course offerings through ARGOS........................ September 24 – 30
Departments make changes to spring 2021 course offerings with Dean's approval ...... September 24 – 30
All promotion and/or tenure electronic portfolio applications due by NOON CDT
     (regardless of Faculty Handbook selection). No exceptions will be allowed. Department Head
     (or Dean if the applicant is a department head) uploads the electronic portfolios by
     5:00 p.m. CDT to the I drive Promotion and Tenure repository...................................... September 25
Official spring schedule available on web .... October 1
Deadline for degree audit (transcript evaluation), December 2021 graduates............................. October 2
Mid-term .... October 7
Faculty report freshman and sophomore mid-term grades .... October 7
     (Mid-term grades must be posted by 11:59 p.m. on October 7)

Departmental Promotion and Tenure Committee (when appropriate) forwards recommendations to Department Head by NOON CDT. Department Head (or Dean if the applicant is a department head) uploads the DPTC recommendations to the appropriate applicants' application in the I drive Promotion and Tenure repository by 5:00 p.m. CDT .... October 9

Recommendations for Faculty Emeritus status due to Academic Affairs ....October 15

Academic Affairs forwards catalog copy **(excluding curricula)** to Vice Presidents and Deans for editing .... October 19

Note: Please contact the Graduate Office for deadlines related to composition of the Graduate Catalog

Early registration for spring semester .... October 19 – December 1

Department Head uploads recommendations to Dean by 5:00 p.m. CDT in the I drive Promotion and Tenure repository .... October 23

Deadline for textbook selections for winter intersession2020/spring 2021 .... November 1

Dean uploads recommendations to the University Promotion and Tenure Committee (UPTC) by 5:00 p.m. CST in the I drive Promotion and Tenure repository .... November 6

Edited catalog copy to Academic Affairs for compilation .... November 16

Last day to drop courses with a "W" or change from credit to audit .... November 18

Students Follow Regular Wednesday Class Schedule ....Tuesday, November 24

Thanksgiving holidays .... 7:00 a.m., November 25 - 7:00 a.m., November 30

Reading Day ....8:00 a.m. – 5:00 p.m., Monday, November 30

End of course examinations ....7:00 p.m., November 30 – 9:00 p.m., December 4

Faculty report final grades for all students ....December 2 – 8
    (Final grades must be posted by noon on December 8)

UPTC forwards recommendations for promotion and tenure to the Vice President for Academic Affairs by 5:00 p.m. CST ....December 3

Academic Affairs uploads UPTC recommendations by 5:00 p.m. CST in the I drive Promotion and Tenure repository ....December 4

Graduation ....December 12

Fall Term - First Eight-Week Session

Late registration for first eight-week session ....August 12

Classes begin ....August 12

Last day to officially withdraw/drop courses with full reduction of tuition and fees ....August 14

Last day to register and add courses/change sections ....August 14

Last day to officially withdraw/drop courses with 80 percent reduction of tuition ....August 19

Labor Day holiday* .... September 7

Last day to drop courses with a "W" or change from credit to audit ....September 28

First eight-week session ends .... October 6

Faculty report final grades for all students .... October 6 – 8
    (Final grades must be posted by noon on October 8)

Fall Term - Second Eight-Week Session

Late registration for second eight-week session .... October 14
Classes begin... October 14
Last day to officially withdraw/drop courses with full reduction of tuition and fees................. October 16
Last day to register and add courses/change sections... October 16
Last day to officially withdraw/drop courses with 80 percent reduction of tuition.................... October 21
Thanksgiving holidays* .... 7:00 a.m., November 25 - 7:00 a.m., November 30
Last day to drop courses with a "W" or change from credit to audit..................................... November 30
Second eight-week session ends ....December 8
Faculty report final grades for all students ....December 8
(Final grades must be posted by noon on December 8)

Winter Intersession – December 14, 2020 to January 1, 2021

Last day for departments to make changes to schedule in Banner ....December 8
    (subsequent changes must be approved by Academic Affairs)
Late registration for winter intersession ....December 14
Classes begin..December 14
Last day to officially withdraw/drop courses with full reduction of tuition and fees..............December 14
Last day to register and add courses/change sections..December 14
Last day to officially withdraw/drop courses with 80 percent reduction of tuition.................December 16
Christmas Day holiday*...December 25
Last day to drop courses with a "W" or change from credit to audit......................................December 28
New Year's Day holiday...January 1
Winter intersession ends ....January 1
Faculty report final grades for all students .... January 1 – January 5
(Final grades must be posted by noon on January 5)

Spring Term Opens - January 4, 2021

Spring Term - January 11, 2021 to May 4, 2021

Registration ....January 4 – 8
Banner schedule training (training available as needed) .... January 4 – February 19
Department may enter summer, fall and winter intersession 2021
    schedule in Banner .... January 4 – February 19
Department review of summer, fall, and winter intersession 2021
    schedule through ARGOS .... January 4 – February 19
Professional Development Day...January 6
Last day for departments to make changes to schedule in Banner ....January 5
    (subsequent changes must be approved by Academic Affairs)
Classes begin...January 11
Last day to officially withdraw/drop courses with full reduction of tuition and fees..................January 15
Vice President/Academic Affairs uploads recommendations to the President by 5:00 p.m. CST
    to the I drive Promotion and Tenure repository..January 15
Last day to register and add courses/change sections..January 15
Martin Luther King Day holiday ....January 18
Academic Affairs forwards link to online developmental catalog to Deans/Department Heads
    (**college curricula only**) for proofing..January 19
Last day to officially withdraw/drop courses with 80 percent reduction of tuition....................January 26
Eleventh day of classes ....January 26

Spring Term - First Eight-Week Session

Late registration for first eight-week session..January 6
Classes begin..January 6
Last day to officially withdraw/drop courses with full reduction of tuition and fees....................January 8
Last day to register and add courses/change sections...January 8
Last day to officially withdraw/drop courses with 80 percent reduction of tuition....................January 13
Martin Luther King Day holiday* ....January 18
Last day to drop courses with a "W" or change from credit to audit......................................February 22
First eight-week session ends...March 2
Faculty report final grades for all students ....March 2 – 4
    (Final grades must be posted by noon on March 4)

Spring Term - Second Eight-Week Session

Late registration for second eight-week session ....March 10
Classes begin..March 10
Last day to officially withdraw/drop courses with full reduction of tuition and fees....................March 12
Last day to register and add courses/change sections...March 12
Last day to officially withdraw/drop courses with 80 percent reduction of tuition......................March 17
Spring holidays* ** .... 7:00 a.m., March 22 - 7:00 a.m., March 29
Last day to drop courses with a "W" or change from credit to audit...April 26
Second eight-week session ends ....May 4
Faculty report final grades for all students ....May 4
    (Final grades must be posted by noon on May 4)

Summer Term - May 10, 2021 to August 4, 2021

May Summer Session – May 10, 2021 to May 28, 2021

Last day for departments to make changes to schedule in Banner
    (subsequent changes must be approved by Academic Affairs) ....May 4
Late registration for May session..May 10
Classes begin..May 10
Last day to officially withdraw/drop courses with full reduction of tuition and fees......................May 10
Last day to register and add courses/change sections...May 10
Last day to officially withdraw/drop courses with 80 percent reduction of tuition.........................May 12
Last day to drop courses with a "W" or change from credit to audit...May 24
May session ends ....May 28
Memorial Day holiday* ....May 31
Faculty report final grades for all students ....May 28 – June 2
    (Final grades must be posted by noon on June 2)

June/July Summer Session – June 1, 2021 to July 1, 2021

Last day for departments to make changes to schedule in Banner
    (subsequent changes must be approved by Academic Affairs) ....May 25
Memorial Day ....May 31
Late registration for June/July session...June 1 - 2
Classes begin..June 1
Last day to officially withdraw/drop courses with full reduction of tuition and fees........................June 2
Last day to register and add courses/change sections..June 2
Last day to officially withdraw/drop courses with 80 percent reduction of tuition...........................June 7
Last day to drop courses with a "W" or change from credit to audit..June 25
June/July session ends...(Thursday) July 1
Faculty report final grades for all students ....July 1 – 6
    (Final grades must be posted by noon on July 6)

July/August Summer Session – July 6, 2021 to August 4, 2021

Fourth of July holiday*...(Monday) July 5
Last day for departments to make changes to schedule in Banner ....June 29
    (subsequent changes must be approved by Academic Affairs)
Late registration for July/August session... July 6 - 7
Classes begin..July 6
Last day to officially withdraw/drop courses with full reduction of tuition and fees..........................July 7
Last day to register and add courses/change sections..July 7
Last day to officially withdraw/drop courses with 80 percent reduction of tuition...........................July 12
Last day to drop courses with a "W" or change from credit to audit..July 30
July/August session ends .... (Wednesday) August 4
Faculty report final grades for August candidates for graduation ....August 4
    (Final grades must be posted by 11:59 p.m. on August 4)
Faculty report final grades for all students ....August 4 – 6
    (Final grades must be posted by noon on August 6)
Graduation...August 7

Summer 10-Week Session – June 1, 2021 to August 4, 2021

Last Day for Departments to make changes to schedule in Banner ....May 25
Late registration for Summer 10 Week Session ....June 1 – 4
Classes Begin ....June 1
Last day to officially withdraw/drop courses with full reduction of tuition and fees..........................June 4
Last day to register and add courses/change sections..June 4
Last day to officially withdraw/drop courses with 80 percent reduction of tuition...........................June 10
Fourth of July holiday*...July 5
Last day to drop courses with a "W" or change from credit to audit..July 23
10 week session ends ....August 4
Faculty report final grades for August candidates for graduation ....August 5
    (Final grades must be posted by 11:59 pm on August 5)
Faculty report final grades for all students ....August 4– 6
    (Final grades must be posted by noon on August 6)
Graduation...August 7