

# ACADEMIC AFFAIRS NEWSLETTER

## Reminder Dates

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 (P&T) electronic portfolio applications due by NOON CDT (regardless of Faculty Handbook selection). <b>*No exceptions will be allowed.</b>	
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 P&T repository .....	September 25
Official spring schedule available on web.....	October 1
Deadline for textbook selections for spring/winter intersession 2021.....	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. CDT on October 7)	
Departmental P&T 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 P&T 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
<i>Note: Please contact the Graduate Office for deadlines related to composition of the Graduate Catalog</i>	
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 P&T repository .....	October 23
Dean uploads recommendations to the University P&T Committee (UPTC) by 5:00 p.m. CST in the I drive P&T 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 - 5:30 p.m., December 4
Faculty report final grades <i>for all</i> students .....	December 2 – 8
<b>*Final grades must be posted by noon on December 8</b>	
UPTC forwards recommendations for P&T 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 P&T repository .....	December 4
Graduation (in-person or virtual to be determined at a later date)	
Ozark Campus .....	December 10
Graduate College .....	December 11
Russellville Campus Undergraduate .....	December 12