

## 2009-10 ACADEMIC CALENDAR

August 7 Classes End

August 10 Administrative Retreat, 1 - 5 p.m. - 111 Boling University Center  
Summer II Grades due at 8:30 a.m.

August 12 Academic Council Retreat, 2 5 p.m. , 206 A-B-C Boling University Center

August 13 New Faculty Benefits Workshop, 8:30 a.m. - 1:30 p.m., 206 Gooch Hall

August 14 Deadline for academic program proposals and *Faculty Handbook* revisions for Fall Trustees Meeting

August 21 Deadline for submission of action items for Fall Board of Trustees Meeting

August 24 Faculty Senate Retreat, 9 - 11:30 a.m., 206 A-B-C Boling University Center Ballroom  
New Faculty Orientation, 1 - 5 p.m. 111 Boling University Center

August 25 Fall Teaching Effectiveness Workshop, 9 a.m. - 12 noon, 111 Boling University Center

August 26 Fall Faculty Coffee, 9:30 a.m., Lobby - Outside Watkins Auditorium  
Fall Faculty Meeting, 10:00 a.m., Watkins Auditorium

August 27 Skyhawk Central  
Deadline for submission of items to Undergraduate and Graduate Councils for September 8 and September 10 meetings

August 27-31 First Year Initiative

August 28 Deans Council, 10 a.m., 328 Hall-Moody Administration Building  
Deadline for submission of information items for Fall Board of Trustees Meeting

August 31 Classes Begin--Fall Semester

September 1 Committee on Instruction, 3 p.m., 247 Holt Humanities Building  
Personnel Policies Committee, 3 p.m., 229 Boling University Center  
Nominations for Coffey/Cunningham Awards due to Deans

September 4 Last day to add classes; last day to drop classes without record of enrollment (full-term courses only)

September 7 LABOR DAY HOLIDAY – OFFICES CLOSED

September 8 Budget and Economic Concerns Committee, 3 p.m., 309 Gooch Hall  
Undergraduate Council, 3 p.m., 328 Hall-Moody Administration Building

September 9 Academic Council, 10 a.m., 328 Hall-Moody Administration Building

September 10 Graduate Council, 3 p.m., 108 Brehm Hall

September 11 THEC 14<sup>th</sup> day report, 5 p.m.

September 15 Faculty Senate Executive Committee, 3 p.m., 328 Hall-Moody Administration Building

September 16 Class rolls due electronically to Financial Aid with “NS” (No Shows) indicated

September 23 Deans Council, 10 a.m., 328 Hall-Moody Administration Building

Faculty Research and Development Committee, 4 p.m., 226 Hall-Moody Administration Building

September 29 Faculty Senate, 3:15 p.m., 111 Boling University Center

September 30 Deans, Directors, and Department Chairs Meeting, 12 noon, 125 Boling University Center

October 1 Strategic Plans from academic departments to deans  
Deadline for submission of items to Undergraduate and Graduate Councils for October 13 and  
October 15 meetings.

October 6 Committee on Instruction, 3 p.m., 247 Holt Humanities Building  
Personnel Policies Committee, 3 p.m., 229 Boling University Center

October 8-9 Fall Board of Trustees Meeting - Knoxville

October 13 Budget and Economic Concerns Committee, 3 p.m., 309 Gooch Hall  
Undergraduate Council, 3 p.m., 328 Hall-Moody Administration Building

October 14 Academic Council, 10 a.m., 328 Hall-Moody Administration Building

October 15 Graduate Council, 3 p.m., 108 Brehm Hall

October 16 Spring and Maymester schedules to Deans  
Mid-Term Grades Due, 5 p.m.

October 17-20 FALL BREAK - OFFICES OPEN

October 22 General Faculty Meeting, 3:15 p.m., Watkins Auditorium

October 23 Spring and Maymester Schedules to Registrar  
Last day to drop (Full-term courses only); will receive a W

October 27 Faculty Senate Executive Committee, 3 p.m., 328 Hall-Moody Administration Building

October 28 Deans Council, 10 a.m., 328 Hall-Moody Administration Building

October 31 Applications for Coffey/Cunningham Applications due in Research, Grants, and Contracts

November 2 Spring and Maymester Schedules available on the Web  
Strategic Plans from Deans to Academic Affairs

November 3 Faculty Senate, 3:15 p.m. 111 Boling University Center

November 5 Deadline for submission of items to Undergraduate and Graduate Councils for November 17 and  
November 19 meetings

November 10 Committee on Instruction, 3 p.m., 247 Holt Humanities Building  
Personnel Policies Committee, 3 p.m., 229 Boling University Center

November 11 Academic Council, 10 a.m., 328 Hall-Moody Administration Building

November 16 Strategic Plans from Academic Affairs to Chancellor

November 16-24 Advising and Begin Registration for Spring Semester, 2010

November 18 Deans Council, 10 a.m., 328 Hall-Moody Administration Building

November 17 Budget and Economic Concerns Committee, 3 p.m., 309 Gooch Hall  
Undergraduate Council, 3 p.m., 328 Hall-Moody Administration Building

November 19 Graduate Council - 3 p.m., 108 Brehm Hall  
THEC Fall Quarterly Meeting  
Deadline for submission of Students' Special Requests to Undergraduate Council for December 1 Meeting (Send Requests to Records Office)

November 24 Faculty Senate Executive Committee, 3 p.m., 328 Hall-Moody Administration Building

November 25 THANKSGIVING BREAK – NO CLASSES – OFFICES OPEN

November 26-29 THANKSGIVING BREAK – NO CLASSES – OFFICES CLOSED

December 1 Undergraduate Council, 3 p.m., 247 Holt Humanities Building (Students' Special Requests Only)

December 8 Faculty Senate, 3:15 p.m., 111 Boling University Center

December 9 Academic Council, 10 a.m., 328 Hall-Moody Administration Building

December 10 Incompletes from Spring 2009, calculated as F's

December 11 Classes End  
Incompletes from Summer 2009, calculated as F's

December 12-18 Final Exams

December 16 Deans Council, 10 a.m., 328 Hall-Moody Administration Building

December 18 GRADES DUE FOR GRADUATING STUDENTS, 5 p.m.

December 19 FALL COMMENCEMENT, 11 a.m. Elam Center  
Grades FOR ALL STUDENTS, 4 p.m.

December 25-31 CHRISTMAS HOLIDAY – OFFICES CLOSED

January Planning and Assessment Performance Appraisals should be completed early Spring Semester

January 1 NEW YEAR'S HOLIDAY – OFFICES CLOSED  
Deadline for academic program proposals and *Faculty Handbook* revisions for Winter Trustee Meeting

January 8 Deadline for submission of action items for Winter Board of Trustees Meeting  
Dossiers from faculty seeking promotion and/or tenure due to department chairs/deans/director

January 13 Academic Council, 10 a.m., 328 Hall-Moody Administration Building

January 14 Purge for non-payment/Confirmation of Attendance  
Deadline for submission of items to Undergraduate and Graduate Councils for January 26 and January 28 meetings

January 15 Student advising/Registration for Spring Semester, 2010  
Deadline for submission of information items for Winter Board of Trustees Meeting

January 18 MARTIN LUTHER KING, JR. DAY – OFFICES CLOSED

January 19 Classes Begin  
Committee on Instruction, 3 p.m., 247 Holt Humanities Building

Personnel Policies Committee, 3 p.m., 229 Boling University Center

January 21 THEC Winter Meeting and Joint Meeting w/SBE

January 22 Promotion and Tenure Departmental Committees meetings with Deans/Director

January 25 Last day to add classes; last day to drop classes with no record of enrollment (full-term courses)

January 26 Budget and Economic Concerns Committee, 3 p.m., 309 Gooch Hall  
Undergraduate Council, 3 p.m., 328 Hall-Moody Administration Building

January 27 Deans Council, 10 a.m., 328 Hall-Moody Administration Building

January 28 Graduate Council, 3 p.m., 108 Brehm Hall

February 1 THEC 14<sup>th</sup> Day Report, 5 p.m.  
Reagan Faculty Leave Proposals due to Research, Grants, and Contracts

February 2 Faculty Senate Executive Committee, 3 p.m., 328 Hall-Moody Administration Building

February 4 Class rolls due electronically to Financial Aid with "NS" (No Shows) indicated

February 5 Promotion and tenure recommendations to Department Chairs from departmental committees

February 10 Academic Council, 10 a.m., 328 Hall-Moody Administration Building

February 15 Faculty Research and Development Committee, 4 p.m., 226 Administration Building

February 16 Faculty Senate, 3:15 p.m., 111 Boling University Center

February 18 General Faculty Meeting, 3:15 p.m., Watkins Auditorium  
Deadline for submission of items to Undergraduate and Graduate Councils for March 2 and  
March 4 meetings

February 23 Committee on Instruction, 3 p.m., 247 Holt-Humanities Building  
Personnel Policies Committee, 3 p.m., 229 Boling University Center

February 24 Deans Council, 10 a.m., 328 Hall-Moody Administration Building

February 25-26 Board of Trustees Winter Meeting - Martin

February 26 Finalized Maymester and Summer Schedules to Deans  
Promotion and tenure recommendations to Deans/Director from chairs  
Planning and Assessment Forms to Deans/Director from Department Chairs

March 1 Applications for Faculty Research and Faculty Development (Teaching, Research, Technology,  
and International Travel) Proposals due to Research, Grants, and Contracts  
Faculty Resumes to Deans/Director from Department Chairs  
Planning and Assessments to Deans/Director from Department Chairs

March 2 Budget and Economic Concerns Committee, 3 p.m., 309 Gooch Hall  
Undergraduate Council, 3 p.m., 328 Hall-Moody Administration Building

March 4 Graduate Council, 3 p.m., 108 Brehm Hall

March 5 Maymester and Summer schedules to Registrar  
Fall schedules to Deans

March 8 MID-TERM GRADES, 8:30 a.m.

March 9 Faculty Senate Executive Committee, 3 p.m., 328 Hall-Moody Administration Building

March 10 Academic Council, 10 a.m., 328 Hall-Moody Administration Building

March 12 Fall schedules to Registrar  
Last day to drop a class; will receive a W (Full-term courses only).

March 15-21 SPRING BREAK – OFFICES OPEN

March 19 Promotion and tenure recommendations to Academic Affairs from Deans/Director

March 23 Faculty Senate, 3:15 p.m., 111 Boling University Center

March 24 Deans Council, 10 a.m., 328 Hall-Moody Administration Building

March 25 Deadline for submission of items to Undergraduate and Graduate Councils for April 6 and April 8 meetings

March 29 Faculty Research and Development Committee, 4 p.m., 226 Administration Building

March 30 Committee on Instruction, 3 p.m., 247 Holt Humanities Building  
Personnel Policies Committee, 3 p.m., 229 Boling University Center

March 31 DDDC Meeting, 12 noon, 125 Boling University Center  
Faculty Resumes to Academic Affairs from Deans/Director  
Planning and Assessment Forms to Academic Affairs from Deans/Director

April 2 GOOD FRIDAY HOLIDAY – OFFICES CLOSED

April 5-11 International Week

April 5-13 Advising and begin registration for Maymester, Summer, and Fall Semesters, 2010

April 6 Budget and Economic Concerns Committee, 3 p.m., 309 Gooch Hall Undergraduate Council, 3 p.m., 328 Hall-Moody Administration Building

April 8 Graduate Council, 3 p.m., 108 Brehm Hall  
Deadline for submission of Students' Special Requests to Undergraduate Council for April 20 meeting (Send to Records Office)

April 9 Promotion and Tenure recommendations to Chancellor from Academic Affairs

April 13 Faculty Senate Executive Committee, 3 p.m., 328 Hall-Moody Administration Building

April 14 Academic Council, 10 a.m., 328 Hall-Moody Administration Building

April 20 Undergraduate Council, 3 p.m., 247 Holt Humanities Building (Students' Special Requests)

April 22 Deadline for submission of annual academic program proposals and *Faculty Handbook* revisions

April 27 Faculty Senate, 3:15 p.m., 111 Boling University Center

April 28 Deans Council, 10 a.m., 328 Hall-Moody Administration Building

April 29 THEC Spring Quarterly Meeting  
Deadline for submission of recommendations for Promotion and Tenure for Board of Trustees  
Annual meeting

May 3 Classes End

May 4 Incompletes for Fall 2009, calculated as F's

May 4-5 Study Days

May 6 Deadline for submission of action items for Board of Trustees Annual Meeting

May 6-12 Finals

May 12 Academic Council, 10 a.m., 328 Hall-Moody Administration Building

May 13 GRADES DUE, 5 p.m.  
Deadline for submission of information items for Board of Trustees Annual Meeting

May 15 COMMENCEMENT, 11 a.m., Elam Center

May 17 Maymester begins

May 18 Last day to add Maymester course  
Purge date

May 26 Deans Council, 10 a.m., 328 Hall-Moody Administration Building  
Last day to drop Maymester course

May 31 MEMORIAL DAY HOLIDAY – OFFICES CLOSED

June 3 Purge Date for Summer School

June 7 Classes Begin, First and Full Summer Term, 2010

June 8 Last day to add for First Summer Term, 2010

June 9 Academic Council, 10 a.m., 328 Hall-Moody Administration Building  
Last day to add for Full Summer Term, 2010

June 23 Deans Council, 10 a.m., 328 Hall-Moody Administration Building

June 23-24 Board of Trustees Annual Meeting - Knoxville

July 5 INDEPENDENCE DAY HOLIDAY – OFFICES CLOSED

July 9 Classes End for First Summer Term, 2010 (Final Exams on last day of classes)  
Advising/Registration Second Summer Term, 2010

July 12 First Summer Term Grades Due, 8:30 a.m.

July 13 Classes Begin, Second Summer Term, 2010

July 14 Academic Council, 10 a.m., Chancellors' Conference Room  
Last day to add a class for Second Summer Term, 2010

July 28 Deans Council, 10 a.m., 328 Hall-Moody Administration Building

July 29 THEC Summer Quarterly Summer Meeting

July 30 54<sup>th</sup> Day THEC Report

August 13 Classes End (Final Exams for Second and Full Summer Term, 2010 given on last day of class.)

August 16 Grades Due, 8:30 a.m.