



FACULTY ACADEMIC CALENDAR

2023-2024

August 2023				
July 31-Aug 1	Mon-Tue	8 am – 5 pm		Moundbuilder Check-in & Move-In, Freshman only
Aug 1	Tues			Division Chairs return to campus
Aug 1-2	Tues-Wed	9am-4pm	Beech 207	Division Chairs Retreat
Aug. 2	Wed	1 – 6 pm		Moundbuilder Check-in & Move-In, Fall athletes only
Aug. 4	Fri	1 – 4 pm		Moundbuilder Check-in & Move-In, Other Fall athletes
Aug. 7	Mon			Faculty return to campus
		9 am	Christy 206	Faculty evaluation and tenure portfolio orientation meeting
		10 am-12 noon		Faculty Executive Committee – Planning for the year
		1 pm	Christy 206	Orientation for new faculty
		3 pm	Christy 206	Blackboard & Self-Service orientation for new faculty
		6 pm		Welcome Back Dinner
Aug. 8	Tues	9 am - 4 pm	Wroten	Faculty Retreat
Aug. 11	Fri	1 - 4 pm		Moundbuilder Check-in & Move-In, Winter/Spring athletes, returning, & transfer students
Aug. 14	Mon			Classes begin
Aug. 17	Thurs	7 pm	Cole Mound Plaza	Moundbuilder Ceremony
Aug. 18	Fri	11 am	RPAC	Opening Convocation (faculty regalia required)
Aug. 21	Mon	11 am		Faculty Committee meetings
				Last day to add/drop classes
				Electronic copy of syllabi due to AA's Office
Aug. 28	Mon	11 am	Kibbe	Division Chairs meeting
September 2023				
Sept. 4	Mon			Labor Day (no classes; offices closed)
Sept. 8	Fri			Prepare for early alert submission beginning Sept. 11
Sept. 11	Mon	11 am	Wroten	Faculty meeting
				Early Alerts Due
Sept. 17	Sun			Constitution Day
Sept. 18	Mon			Builder Care Day (no classes will meet)
Sept. 20	Wed	3:30-4:30 pm	Kibbe	Division Chairs meeting
Sept. 22	Fri	11 am		New Advisor Orientation

		5 pm		Tenure portfolios due to AA's office
Sept. 25	Mon	11 am		Faculty Committee meetings
October 2023				
Oct. 2-3	Mon-Tues			Fall Break (no classes; offices open)
Oct. 4	Wed	3:30-4:30 pm	Kibbe	Division Chairs meeting
Oct. 9	Mon			Mid-term grades due
Oct 16	Mon	11 am		Faculty Executive Committee meeting
Oct. 19-20	Thurs-Fri			Board of Trustees meeting
Oct. 21	Sat			Homecoming
Oct. 23	Mon	7 am		Spring registration - Seniors
		11 am	Wroten	Faculty meeting
Oct. 25	Wed	7 am		Spring registration – Juniors
		3:30-4:30 pm	Kibbe	Division Chairs meeting
Oct. 27	Fri			Last day for undergraduates to withdraw from courses
		7 am		Spring registration – Sophomores
Oct. 30	Mon	7 am		Spring registration – open for all
		11 am		Faculty Development Day
				Course evaluation (IDEA) open for Objectives Selection by Faculty
November 2023				
Nov. 6	Mon	11 am		Faculty Committee meetings
				Faculty leave/sabbatical proposals for 2024-2025 due in AA's office
				Summer school proposals due to AA's office (including off-campus study and travel abroad)
Nov. 13	Mon	11 am	Kibbe	Division Chairs meeting
				Spring affiliate contracts submitted to AA's Office
				Course evaluations (IDEA) open
Nov. 20	Mon	11 am		Faculty Executive Committee meeting
Nov. 21	Tues			Thanksgiving recess begins after classes
Nov. 22-24	Wed-Fri			Thanksgiving break (offices closed 24-25)
Nov. 27	Mon	11 am	Wroten	Faculty meeting
				Promotion applications due to the Personnel Committee Chair
Nov. 29	Wed	3:30 – 4:30	Kibbe	Division Chairs meeting
December 2023				
Dec. 1	Fri			Last day of classes
		12 midnight		Course evaluations (IDEA) close
Dec. 4-7	Mon–Thurs			Final examinations
Dec. 11	Mon	12 midnight		Final grades due
		11:30 am	Dining Hall	Employee Holiday Luncheon
Dec. 15	Fri			Course evaluation (IDEA) reports available

Dec. 21 – Jan 1	Thurs-Mon			Offices close 12pm on Dec 21 – reopen 8am on Tues Jan 2
January 2024				
Jan. 2	Tues			Offices open
Jan. 3	Wed	1 – 4 pm	Deets Library	Faculty Retreat
Jan. 8	Mon			Classes begin
		11 am		Faculty Committee meetings
Jan. 15	Mon			Martin Luther King Jr. Day (no classes; offices open)
Jan. 16	Tues			Last day to enroll or to add/drop classes
				Electronic copy of syllabi due to Dean's office
Jan. 22	Mon	11 am	Kibbe	Division Chairs meeting
Jan. 26	Fri			Board of Trustees meeting
Jan. 29	Mon	11 am		Faculty Executive Committee meeting
				Prepare for early alerts submission beginning Feb. 2
February 2024				
Feb. 1	Thurs			Promotion portfolios due to AA's office
Feb. 2	Fri			Early Alerts Due
Feb. 5	Mon	11 am	Wroten	Faculty meeting
Feb. 7	Wed	3:30 pm	Kibbe	Division Chairs meeting
Feb. 12	Mon	11 am		Faculty Committee Meetings (Final curriculum/policy changes for 2024-2025 catalog)
Feb. 19	Mon	11 am	Kibbe	Division chairs meeting
Feb. 21	Wed		Java Jinx	Grad Finale
Feb. 26	Mon	11 am		Faculty Executive Committee meeting
				2024-2025 Faculty contracts issued
				Evaluation portfolios due to Division Chairs
March 2024				
Mar. 4	Mon	11 am	Wroten	Faculty meeting
Mar. 6	Wed	3:30 pm	Kibbe	Division Chairs meeting
Mar. 8	Fri			Four-Year Plans due at AA's office
				Summer/Fall book adoptions due to Divisions
Mar. 11-15	Mon – Fri			Spring Break (no classes; offices open)
Mar. 11	Mon	12 midnight		Mid-terms grades due
Mar. 18	Mon	11 am		Faculty Committee meetings
Mar. 20	Wed	12 noon		Advisor Training
Mar. 22	Fri			Last day to withdraw from classes
Mar. 25	Mon	7 am		Fall registration – Seniors
				Course evaluation (IDEA) open for Objectives Selection
		11 am	Kibbe	Division chairs meeting
Mar. 27	Wed	7 am		Fall registration – Juniors
Mar. 28	Thurs	7 am		Fall registration – Sophomores

				Deadline for returning 2024-2025 contracts
				2024-2025 Catalog published on web
				Division Chairs submit evaluation portfolios to AA's Office
Mar. 29	Fri			Good Friday (no classes; offices closed)
April 2024				
April 1	Mon	7 am		Fall registration – Freshman and open to all
				Last day to apply for May graduation
		11 am		Faculty Executive Committee meeting
April 3	Wed	11 am		Builder Prep Day (no classes will meet)
April 8	Mon	11 am	Wroten	Faculty meeting and elections
				Course evaluations (IDEA) open
April 10	Wed	3:30 pm	Kibbe	Division Chairs meeting
April 15	Mon	11 am		Faculty Committee meetings
April 18	Thurs	4 pm	RPAC	Honors Convocation (faculty in regalia)
April 19	Fri			Board of Trustees meeting
April 19-20	Fri-Sat			Founder's Weekend
April 22	Mon	11 am	Kibbe	Division Chairs meeting
				Fall affiliate contracts submitted by AA's Office
April 26	Fri	4 pm	Dining Hall	Employee Recognition
April 26	Fri			Last day of classes
April 29-May 2	Mon-Thurs			Final Examinations
April 29	Mon	11 am		Faculty Executive Committee meeting
May 2024				
May 1	Wed	3:30 pm	Kibbe	Division Chairs meeting
May 2	Fri	12 noon		Senior grades due
May 5	Sun			Baccalaureate, Graduate Hooding, and Commencement
May 6	Mon	12 midnight		Final grades due
May 7	Tues	1:30 pm	Wroten	Faculty meeting
		3-5 pm	College Hill	Faculty end of the year party
May 8-10	Wed-Fri	9 am-12noon	Wroten	Course Portfolio Writing Institute
May 10	Fri			Course evaluation (IDEA) reports available
May 24	Fri			Letter confirming completed evaluation sent by AA's Office