



## FACULTY ACADEMIC CALENDAR 2024-2025

August 2024				
Aug. 8	Thur			Division Chairs return to campus
Aug. 8-9	Thur-Fri	9am-4pm		Division Chairs Retreat
Aug. 12-13	Mon-Tue	8 am – 5 pm		Moundbuilder Check-in & Move-In, Freshman only
Aug. 12	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. 13	Tue	9 am - 4 pm	Wroten	Faculty Retreat
Aug. 15	Thur	1 – 6 pm		Moundbuilder Check-in & Move-In, Fall athletes only
Aug. 17	Sat	1 - 4 pm		Moundbuilder Check-in & Move-In, Winter/Spring athletes, returning, & transfer students
Aug. 19	Mon			Classes begin
Aug. 22	Thur	7 pm	Cole Mound Plaza	Moundbuilder Ceremony
Aug. 23	Fri	11 am	RPAC	Opening Convocation (faculty regalia required)
Aug. 26	Mon	11 am		Faculty Committee meetings
				Last day to add/drop classes
				Electronic copy of syllabi due to AA's Office
Aug. 26	Mon	11 am		Division Chairs meeting
September 2024				
Sept. 2	Mon			Labor Day (no classes; offices closed)
Sept. 6	Fri			Prepare for early alert submission beginning Sept. 9
Sept. 9	Mon	11 am	Wroten	Faculty meeting
				Early Alerts Due
Sept. 17	Tue			Constitution Day
Sept. 16	Mon			Builder Care Day (no classes will meet)
Sept. 18	Wed	3:30-4:30 pm		Division Chairs meeting
Sept. 20	Fri	11 am		New Advisor Orientation
		5 pm		Tenure portfolios due to AA's office
Sept. 23	Mon	11 am		Faculty Committee meetings

October 2024				
Sept. 30-Oct. 1	Mon-Tue			Fall Break (no classes; offices open)
Oct. 2	Wed	3:30-4:30 pm		Division Chairs meeting
Oct. 3-4	Thur-Fri			Board of Trustees meeting
Oct. 5	Sat			Homecoming
Oct. 7	Mon			Mid-term grades due
Oct 14	Mon	11 am		Faculty Executive Committee meeting
Oct. 21	Mon	7 am		Spring registration - Seniors
		11 am	Wroten	Faculty meeting
Oct. 23	Wed	7 am		Spring registration – Juniors
		3:30-4:30 pm		Division Chairs meeting
Oct. 25	Fri			Last day for undergraduates to withdraw from courses
		7 am		Spring registration – Sophomores
Oct. 28	Mon	7 am		Spring registration – open for all
		11 am		Faculty Development Day
				Course evaluation (IDEA) open for Objectives Selection by Faculty
November 2024				
Nov. 4	Mon	11 am		Faculty Committee meetings
				Faculty leave/sabbatical proposals for 2025-2026 due in AA's office
				Summer school proposals due to AA's office (including off-campus study and travel abroad)
Nov. 11	Mon	11 am		Division Chairs meeting
				Spring affiliate contracts submitted to AA's Office
				Course evaluations (IDEA) open
Nov. 18	Mon	11 am		Faculty Executive Committee meeting
Nov. 26	Tue			Thanksgiving recess begins after classes
Nov. 27-29	Wed-Fri			Thanksgiving break (offices closed 28-29)
December 2024				
Dec. 2	Mon	11 am	Wroten	Faculty meeting
				Promotion applications due to the Personnel Committee Chair
Dec. 4	Wed	3:30 – 4:30		Division Chairs meeting
Dec. 6	Fri			Last day of classes
		12 midnight		Course evaluations (IDEA) close
Dec. 9-12	Mon–Thur			Final examinations
Dec. 16	Mon	12 midnight		Final grades due
		11:30 am	Dining Hall	Employee Holiday Luncheon
Dec. 20	Fri			Course evaluation (IDEA) reports available

Dec. 20 – Jan 1				Offices close 12pm on Dec 20 – reopen 8am on Thur Jan 2
<b>January 2025</b>				
Jan. 2	Thur			Offices open
Jan. 3	Fri	1 – 4 pm	Deets Library	Faculty Retreat
Jan. 6	Mon			Classes begin
		11 am		Faculty Committee meetings
Jan. 13	Mon			Last day to enroll or to add/drop classes
				Electronic copy of syllabi due to Dean’s office
		11 am		Division Chairs meeting
Jan. 20	Mon			Martin Luther King Jr. Day (no classes; offices open)
Jan. 24	Fri			2025 Winter Board of Trustees meeting
Jan. 27	Mon	11 am		Faculty Executive Committee meeting
Jan. 31	Fri			Prepare for early alerts submission beginning Feb. 3
<b>February 2025</b>				
Feb. 3	Mon			Promotion portfolios due to AA’s office
Feb. 3	Mon			Early Alerts Due
Feb. 3	Mon	11 am	Wroten	Faculty meeting
Feb. 5	Wed	3:30 pm		Division Chairs meeting
Feb. 10	Mon	11 am		Faculty Committee Meetings (Final curriculum/policy changes for 2025-2026 catalog)
Feb. 17	Mon	11 am		Division chairs meeting
Feb. 19	Wed		Java Jinx	Grad Finale
Feb. 24	Mon	11 am		Faculty Executive Committee meeting
				2025-2026 Faculty contracts issued
				Evaluation portfolios due to Division Chairs
<b>March 2025</b>				
Mar. 3	Mon	11 am	Wroten	Faculty meeting
		12 midnight		Mid-terms grades due
Mar. 5	Wed	3:30 pm		Division Chairs meeting
Mar. 7	Fri			Four-Year Plans due at AA’s office
				Summer/Fall book adoptions due to Divisions
Mar. 12	Wed	12 noon		Advisor Training
Mar. 14	Fri			Last day to withdraw from classes
Mar. 17-21	Mon – Fri			Spring Break (no classes; offices open)
Mar. 24	Mon	11 am		Faculty Committee meetings
Mar. 24	Mon	7 am		Fall registration – Seniors
				Course evaluation (IDEA) open for Objectives Selection
		11 am		Division chairs meeting
Mar. 26	Wed	7 am		Fall registration – Juniors
Mar. 28	Fri	7 am		Fall registration – Sophomores

				Deadline for returning 2024-2025 contracts
				2025-2026 Catalog published on web
				Division Chairs submit evaluation portfolios to AA's Office
Mar. 31	Mon	7 am		Fall registration – Freshman and open to all
				Last day to apply for May graduation
		11 am		Faculty Executive Committee meeting
<b>April 2025</b>				
April 2	Wed	11 am		Builder Prep Day (no classes will meet)
April 7	Mon	11 am	Wroten	Faculty meeting and elections
				Course evaluations (IDEA) open
April 9	Wed	3:30 pm		Division Chairs meeting
April 10	Thur	4 pm	RPAC	Honors Convocation (faculty in regalia)
April 11	Fri			Board of Trustees meeting
April 11-12	Fri-Sat			Founder's Weekend
April 14	Mon	11 am		Faculty Committee meetings
April 18	Fri			Good Friday (no classes; offices closed)
April 21	Mon	11 am		Division Chairs meeting
				Fall affiliate contracts submitted by AA's Office
April 25	Fri	4 pm	Dining Hall	Employee Recognition
April 25	Fri			Last day of classes
April 28-May 1	Mon-Thur			Final Examinations
April 28	Mon	11 am		Faculty Executive Committee meeting
April 30	Wed	3:30 pm		Division Chairs meeting
<b>May 2025</b>				
May 2	Fri	12 noon		Senior grades due
May 4	Sun			Baccalaureate, Graduate Hooding, and Commencement
May 5	Mon	12 midnight		Final grades due
May 6	Tue	1:30 pm	Wroten	Faculty meeting
		3-5 pm	College Hill	Faculty end of the year party
May 7-9	Wed-Fri	9 am-12noon	Wroten	Course Portfolio Writing Institute
May 9	Fri			Course evaluation (IDEA) reports available
May 23	Fri			Letter confirming completed evaluation sent by AA's Office