



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	3:30pm		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 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 pm		Division Chairs meeting
Oct. 3-4	Thur-Fri			Board of Trustees meeting
Oct. 5	Sat			Homecoming
Oct. 14	Mon			Mid-term grades due
		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 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		Faculty Executive Committee meeting
				Spring affiliate contracts submitted to AA's Office
				Course evaluations (IDEA) open
Nov. 13	Wed	3:30 pm		Division Chairs meeting
Nov. 18	Mon	11 am	Wroten	Faculty 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 pm		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
January 2025				
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
February 2025				
Feb. 1	Sat			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
March 2025				
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. 10-14	Mon – Fri			Spring Break (no classes; offices open)
Mar. 17	Mon	11 am		Faculty Committee meetings
Mar. 19	Wed	12 noon		Advisor Training
Mar. 21	Fri			Last day to withdraw from classes
Mar. 24	Mon	7 am		Fall registration – Seniors
				Course evaluation (IDEA) open for Objectives Selection
		3:30 pm		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
April 2025				
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
May 2025				
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