

Academic Year Calendar 2017-2018

AUGUST

- August 17 New Transfer Student Orientation & Enrollment
- August 18 New Freshmen Orientation and Enrollment
- August 21 Classes begin
- August 25** **Arts and Sciences New Faculty Welcome, 3:30-5:30 p.m., Alumni Center, Purple Pride Room**
Department Heads, please email your RSVP to Noelle Blood: nblood@ksu.edu
Faculty, please RSVP using this link: https://kstate.qualtrics.com/jfe/form/SV_9N39fxJ8i4ZRg0J
- August 29 Deadline to submit course and curriculum changes to be considered at the October 12th Arts and Sciences Faculty meeting

SEPTEMBER

- September 4 Labor Day Student/University holiday
- September 7** **Arts and Sciences Department Heads' meeting, 8:30-10:00 a.m., Union 206**
- September 7** **Deadline to request University Distinguished Professor support letters from the Dean**
- September 14** **Coffman Chair for University Distinguished Teaching Scholars due in the Deans' Office**
- September 14 Distribution of electronic primary ballot for election of CCOP members
- September 22 Deadline for the Coffman Chair for University Distinguished Teaching Scholar to the Provost
- September 22 Deadline to submit course and curriculum changes to be considered at the November 9th Arts and Sciences Faculty meeting
- September 25 Last day to drop a regular session course without a W
- September 28 Deadline for return of CCOP electronic primary ballots
- September 28 Deadline for University Distinguished Professor nominations to the Provost

OCTOBER

- October 6 Distribution of electronic final ballot for election of CCOP members
- October 10** **Meeting with President Myers & Provost Mason, 8:30-10:30 a.m., Alumni Center, Banquet Room C**
(The first 45 minutes is with the deans and all dept. heads/directors/chairs, and the remainder of the time, 9:30-10:30 a.m. will be open to all employees who wish to attend).
- October 12** **Arts and Sciences Department Heads' meeting, 8:30-10:00 a.m., Chalmers 36**
- October 12** **Arts and Sciences Faculty Meeting, *State of the College Address*, 4:00 p.m., EH 015**
- October 13 Deadline for return of CCOP electronic final ballots
- October 19 & 20 Eisenhower Circle Celebration & College of Arts & Sciences Alumni Advisory Council Meeting
- October 23 Enrollment begins for Spring 2018
- October 26** **Deadline for Department Heads to forward promotion and tenure recommendations to the Dean**
- October 27 Last day a regular session course may be dropped

NOVEMBER

- November 9** **Arts and Sciences Department Heads' meeting, 8:30-10:00 a.m., Union 206**
- November 9** **Arts and Sciences Faculty Meeting, 4:00 p.m., Eisenhower Hall, Room 015**
- November 10** **Deadline for Department Heads to make 2018-2019 reappointment recommendations to the Dean for faculty in their second academic year.**
- November 10** **Sabbatical requests due in the Deans' Office**
- November 16 New Transfer Student Orientation and Enrollment
- November 20-24 Student Thanksgiving Holiday
- November 23 & 24 Thanksgiving Holiday

DECEMBER

- December 7** **Arts and Sciences Department Heads' meeting, 8:30-10:00 a.m., Union 206**
- December 8 Last day of Fall 2016 semester
- December 8** **Graduate Commencement, 1:00 p.m., Bramlage Coliseum**
- December 9** **Undergraduate Commencement, 8:30 a.m., Bramlage Coliseum**
- December 11-15 Final Examinations
- December 15 Deans' Office notifies second year faculty of non-reappointment for 2018-2019 academic year no later than December 15th.
- December 19 Deadline 5 p.m. (**4:00 p.m. if through Canvas**) to submit Fall 2016 Term Final Grades

JANUARY

- January 3 Deadline to submit course and curriculum changes to be considered at the February 1st Arts and Sciences Faculty meeting
- January 4** **Arts and Sciences Department Heads' Meeting, 8:30-10:00 a.m., Union 206**
- January 12 Spring 2018 Intersession term ends: December 26 -January 12
- January 12 New Student Orientation and Enrollment
- January 15 Martin Luther King Day, University Holiday
- January 16 Classes begin
- January 21 Last day to add a course without instructor permission

FEBRUARY

- February 1 **Deadline for Department Heads to make 2018-2019 reappointment recommendations to the Dean for faculty in their first academic year.**
- February 1 **Faculty Evaluations and Professorial Performance Awards due in the Deans' Office**
- February 1 **Arts and Sciences Department Heads' meeting, 8:30-10:00 a.m., Union 206**
- February 1 **Arts and Sciences Faculty meeting, 4:00 p.m., Location TBD**
- February 2 Instructor Intersession proposals due to Global Campus for May 14-June 1, 2018 classes and for July 30 - August 17, 2018 classes
- February 2 Dean notifies candidate and department heads of promotion and tenure recommendations
- February 16 **Emeriti Requests due in the Deans' Office**
- February 20 Last day to drop a regular session course without a W being recorded
- February 23 Provost sends promotion and tenure recommendations to the President
- February 23 **Department Heads' self-assessments due to the Dean**
- February 23 Deadline to submit course and curriculum changes to be considered at the April 5th Arts and Sciences Faculty meeting

MARCH

- March 1 First year faculty are notified of non-reappointment for 2018-2019 no later than March 1, 2018.
- March 1 **Arts and Sciences Department Heads' meeting, 8:30-10:00 a.m., Chalmers 36**
- March 12 Provost informs candidates of final promotion/tenure decisions
- March 19-23 Spring Break, no classes
- March 28 - April 20 Enrollment for Summer/Fall 2018 Terms

APRIL

- April 7 All University Open House, 9:00 a.m.-3:00 p.m.
- April 5 **Arts and Sciences Department Heads' Meeting, 8:30-10:00 a.m., Union 206**
- April 5 **Arts and Sciences Faculty meeting, 4:00 p.m., Location TBD**
- April 11 **Deadline for Department Heads to make 2019-2020 reappointment recommendations to the Dean for faculty with two years or more of service. *This also includes the second year faculty previously notified of non-reappointment for 2018-2019 on December 15, 2017.***
- April 11 **Deadline for Department Heads to submit materials for mid-tenure candidates to the Dean**
- April 16 Provost approves or denies Professorial Performance Awards

MAY

- May 3** **Arts and Sciences Department Heads' meeting, 8:30-10:00 a.m., Union 206**
- May 4 Spring term ends
- May 7-11 Final examinations
- May 15 Faculty with two years or more of service are notified non-reappointment for the 2019-2020 academic year no later than May 14th. *This also includes second year faculty previously notified in December 2017.*
- May 15 Deans' Office notifies mid-tenure candidates of outcome
- May 11 Graduate Commencement, 1:00 p.m., Bramlage Coliseum
- May 12 Undergraduate Commencement, 8:30 a.m., Bramlage Coliseum
- May 12 Residence Halls close
- May 14 Summer 2017 Intersession term: May 14-June 1
- May 15 Deadline 5 p.m. (**4:00 p.m. if through Canvas**) to submit Spring 2018 Term Final Grades
- May 21 Summer 2018 semester begins
- May 28 Memorial Day, University Holiday