

College of Arts & Sciences 2025-2026 Academic Calendar

August Intersession 2025: August 4 – August 22

7: Arts & Sciences Department Heads Meeting, Union 206, 8:30 am

14: Arts & Sciences Department Heads (additional) Meeting, Union 206, 8:30 am

20: A&S College New Faculty Welcome, Union Flint Hills Rm., 3 pm
A&S Welcome Back Social, Union Bluemont Rm, 4 pm

21: Arts & Sciences Department Heads Meeting, Union 209, 8:30 am

22: K-State Kickoff college session for A&S new students, Union Ballroom, 9:30-11:30 am

Fall 2025: August 25 – December 19

August 25 – 31

25: Classes begin

Note: This month department Heads should notify all tenure-track faculty that student TEVALS ratings are needed for reappointment.
Promotion/Tenure candidates prepare P/T materials.

September 1 – 7

1: Labor Day; University Closed

2: First Tuesday Roundtable (Retreat), Alumni Center, 1 pm

4: Arts & Sciences Department Heads Meeting, Union 206, 8:30 am
Arts & Sciences Faculty Mtg., Location: TBA, 4 pm

September 8 – 14

9: Health Professions Networking Night with HHS, Union Ballroom, 5:30 pm

10: Firm deadline. Support letters from the dean for University Distinguished Professor nominations should be requested (email asdeans@ksu.edu) no later than this date.

Arts and Sciences Discovery Expo, Union Courtyard, 11 am

September 15 – 21

15: Deadline: 100% refund for 16-week courses

18: Arts & Sciences Department Heads Meeting, Union 206, 8:30-10 am

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19: Deadline: Nominations for Coffman Chair for Univ. Distinguished Teaching Scholars due at the Dean's Office. Please follow the specific instructions that will be provided on how to submit. **Note:** Coffman Chair nominations for University Distinguished Teaching Scholars do not receive a dean's support letter, as the dean will select from the nominations which two to recommend to the provost.

September 22 – 28

22: Census Day Deadline for making changes to program/plan for Fall semester
Deadline: 50% refund for 16-week courses

26: A&S Celebration Event, K-State Foundation, 5:30 pm

September 29 – October 5

30: Helping Professions Networking Night with HHS, Union Ballroom, 5:30 pm

1: Graduation application deadline via KSIS for commencement program inclusion

2: Arts & Sciences Department Heads Meeting, Union 206, 8:30 am

Arts & Sciences State of the College, Location: TBA, 4 pm

ArtSci Drop-by for Faculty and Staff, Union JP's, 5 pm

October 6 – 12

7: First Tuesday Roundtable, Alumni Center, 8 am

October 13 – 19

15: Deadline: Spring Textbooks Adoption

16: Arts & Sciences Department Heads Meeting, Cardwell 119, 8:30 am

17: Wildcat Pause Day; All university offices are open (but no instruction or assignments due)

October 20 – 26

24: Firm deadline. Promotion (TT & NTT) and Promotion/Tenure (TT) individual recommendation packets for each candidate must be submitted to the Dean's Office. This includes Non-Tenure Track Faculty.

Note: Please follow the specific instructions that will be provided on how to submit these records.

October 27 – November 2

1: Firm deadline. Last day to submit Sabbatical Leave Applications (University Handbook, Section E6). **Note:** No extensions or exceptions.

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Note: [Performance Management period starts](#) Nov. 1 – Jan. 31. Once completed, each individual record is to be sent to the Dean's Office.

Evaluations must be completed for each Faculty or professional staff person, whether full or part-time, regular, term (Univ. Handbook Section C46.1). Please follow the specific instructions that will be provided on how to submit the evaluations.

November 3 – 9

4: First Tuesday Roundtable, Alumni Center, 8 am

6: Arts & Sciences Department Heads Meeting, Union Big 12 Room, 8:30 am
Arts & Sciences Faculty Mtg., Kedzie 106, 4 pm

November 10 – 16

11: Veterans Day / Classes in session / Offices Open (not an observed university holiday)

November 17 – 23

20: Arts & Sciences Department Heads Meeting, Union 206, 8:30 am

21: Deadline for Department Heads to submit to Dean's Office the 2026-2027 reappointment recommendations (for or against) for regular or probationary faculty/staff in their second year of service. **Note:** Per Univ. Handbook, Tenure Track reappointment requires a full packet (C53.1-3).

November 24 – 30

Student Thanksgiving Holiday

27-28: University Thanksgiving Holiday; UNIVERSITY CLOSED

December 1 – 7

Note: [Performance Management period starts](#) Nov. 1 – Jan. 31. Once completed, each individual record is to be sent to the Dean's Office.

Evaluations must be completed for each Faculty or professional staff person, whether full or part-time, regular, term (Univ. Handbook Section C46.1). Please follow the specific instructions that will be provided on how to submit the evaluations.

2: First Tuesday Roundtable, Alumni Center, 8 am

3: College Faculty and Staff Holiday Party, Union JP's, 4 pm

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4: Arts & Sciences Department Heads Meeting, Union 206, 8:30 am
Arts & Sciences Faculty Mtg., Kedzie 106, 4 pm

December 8 – 14

8: Promotion/Tenure: Dean notifies Department Heads and candidates of the College's and Dean's recommendations. Candidates may withdraw within seven calendar days.

12: Last day of classes
Graduation Application Closes

12-13: Commencements

December 15 – 31

18: Arts & Sciences Department Heads Meeting, Union 206, 8:30 am

25-31: Winter Break/ Reduced Activity/ UNIVERSITY CLOSED

January Intersession December 29 – January 16

January 1-4

1: Holiday. University Closed.

Note: Several processes take place this month as listed below.

Performance Evaluations (for 2025): Evaluations must be completed for each faculty or professional staff person, whether full or part-time, regular, term. These are to be shared with the staff members (Univ. Handbook Section C46.1). Please follow the specific instructions that will be provided on how to submit the evaluations.

Performance Planning (for 2026) begins. All supervisors meet with employees and develop the employee's performance plan for the 2026 year. For information visit the [Human Resources Performance Management website](#).

Post Tenure Review: Faculty identified for Post Tenure Review submit documentation to their Department Head.

Professorial Performance Award (PPA): Before January 15, eligible full professors for this award submit documentation to their Department Head.

January 5-11

8: Arts & Sciences Department Heads Meeting, Union 206, 8:30 am

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9: FIRM DEADLINE: Department Heads submit to the Dean's Office (DHs) their Self-Assessments. Please follow the specific instructions that will be provided on how to submit.

19: MLK Holiday. University Closed.

Spring 2026: January 20 – May 15

January 12-18

No deadlines

January 19-25

20: First day of Spring classes

22: Arts & Sciences Department Heads Meeting, Union 206, 8:30 am

January 26 - February 1

28: Civil Rights Teach-In, Leadership Studies Bldg., 2:30 pm

February 2–8

3: First Tuesday Roundtable, Alumni Center, 8 am

5: Arts & Sciences Department Heads Meeting, Union 206, 8:30 AM

Arts & Sciences Faculty Mtg., Location: TBA, 4 pm

ArtSci Drop-by for Faculty and Staff, Union JP's, 5 pm

February 9-15

9: Department Heads to provide to the Dean's Office the 2026-2027 reappointment recommendations (for or against) for Probationary Tenure Track Faculty in their first year of service. Per Univ. Handbook: Tenure Track reappointment requires a full packet (C53.1-3).

Deadline: 100% refund for 16-week courses

11: Firm deadline to submit Emeriti status recommendations to the Dean's Office. Please follow the specific instructions that will be provided on how to submit.

13: Firm deadline to submit Professorial Performance Award (PPA) nominations to the Dean's Office. Please follow the specific instructions that will be provided on how to submit.

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15: University Deadline for several awards (Big 12, Commerce Bank & W.T. Kemper Foundation Undergraduate Outstanding Teaching).

February 16-22

16: Census 20th Day Deadline for making changes to program/plan for Spring semester.

Deadline: 50% refund for 16-week courses

19: Arts & Sciences Department Heads Meeting, Union 206, 8:30 am

February 23-March 1

28: University Deadline for 2025 Evaluations. This is the last possible day for Department Heads to prepare a written evaluation for each Faculty or professional staff person, whether full or part-time (.5 or more), regular, term (Univ. Handbook Section C46.1).

End of the planning cycle for the 2026 Performance Evaluations. Details are found at the [Human Resources Performance Management Website](#).

March 2-8

Important this month: Departments should work with Carmen Thurlow and Angel George (cthurlow@ksu.edu, angeldominick14@ksu.edu) on any notices of non-reappointment for Regular Non-Tenure Track Faculty, Per PPM 4050.

3: Graduation application deadline via KSIS for commencement program inclusion

First Tuesday Roundtable, Alumni Center, 8 am

5: Arts & Sciences Department Heads Meeting, Location TBD, 8:30-10 am

Arts & Sciences Faculty Mtg., Location: TBA, 4 pm

College Awards Celebration, Rockin' K's, 5:30 pm

March 9-15

9: Provost informs candidates of final promotion/tenure decisions

12: Arts & Sciences Department Heads Meeting, Union 206, 8:30 am

13: Absolute final deadline to submit to the Dean's Office 1) All evaluations for each Faculty or professional staff person, whether full or part-time (.5 or more), regular or term (Univ. Handbook Section C46.1). **Note:** this includes evaluation comments or appeals; 2) Evaluation Summary Spreadsheet (listing all positions

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evaluated); 3) Post Tenure Tracking Sheets. Please follow the specific instructions that will be provided on how to submit these records.

15: Deadline: Summer Textbook Adoption

March 16-22

15-22: Spring Break / University Open

March 23-29

26: Arts & Sciences Department Heads Meeting, 119 Cardwell Hall, 8:30-10 am (additional mtg.)

March 30-April 5

This month: Start of the 2026 Performance Management mid-period (April-June 30) check-in cycle. See [Human Resources Performance Management Website](#).

2: Arts & Sciences Department Heads Meeting, Union 206, 8:30 am

Arts & Sciences Faculty Mtg., Location: TBA, 4 pm

April 6-12

7: First Tuesday Roundtable, Alumni Center, 8 am

Grad Student Appreciation Party, Union JP's, 11:30 am

April 13-19

15: Deadline: Fall Textbook Adoption

16: Arts & Sciences Department Heads Meeting, 119 Cardwell Hall, 8:30 am

18: K-State Open House, 9 am - 3 pm

April 20-26

20: Deadline for mid-tenure candidates' materials (C92.1-4). Department Head provides 2027-2028 reappointment recommendations (for or against) for all Probationary Faculty who have completed two or more years of service. **Note:** Per Univ. Handbook, the Tenure Track reappointment requires a full packet (C53.1-3).

Department Head provides 2026-2027 reappointment recommendations (for or against) for all for all regular Non-Tenure-Track Faculty. **Note:** Non-Tenure Track requires a recommendation letter (C63.3) from the Department Head.

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April 27-May 3

No deadlines.

May 4-10

5: First Tuesday Roundtable, Alumni Center, 8 am

7: Arts & Sciences Department Heads Meeting, Union 206, 8:30 am

Arts & Sciences Faculty Mtg., Location: TBA, 4 pm

ArtSci Drop-by for Faculty and Staff, Union JP's, 5 pm

8: Last day of classes

May 11-17

15-16: Commencements

Summer 2026: May 16 – August 14

May 18-24

21: Arts & Sciences Department Heads Meeting, Union 206, 8:30 am

May 25-31

25: Memorial Day / University Closed

June 1-7

4: Arts & Sciences Department Heads Meeting, Union 206, 8:30 am

June 8-14

No deadlines.

June 15-21

18: Arts & Sciences Department Heads Meeting, Union 206, 8:30 am

No further events for this academic year.