

FULBRIGHT COLLEGE WORKING SCHEDULE, 2018-19

Some of these are tentative dates and subject to change. The majority of the dates pertinent to students are from the following site:

<https://registrar.uark.edu/academic-dates/academic-semester-calendar/index.php>

This site contains separate links for the Fall 2018, January Interession, Spring 2019, May Interession, and Summer 2019 Academic Semester Calendars.

JULY	27	Deadline to petition Academic Standards Committee for the Aug. 3 rd meeting
AUGUST	3	Summer 10-week session classes and Summer 2 nd 5-week session classes end
	7	Chairs Meeting, 3:30 p.m., MAIN 523
	10	Last day for faculty candidate for tenure and/or promotion to submit complete dossier for on-line review system—dossiers for review can be emailed (or jump drives/cds shipped) to external peer reviewers and internal (departmental and college) committees will use the university P&T SharePoint system. (APS 1200.00)
	10	Deadline to petition Academic Standards Committee for the Aug. 17 th meeting
	11	Deadline to submit Official Class Time Exception Requests for the Spring 2019 Schedule of Classes.
	13	First day of Fall faculty appointments
	14	Directors Meeting, 3:30 p.m., MAIN 523
	16	New Tenure-Track Faculty Workshop, 2:00-3:30 p.m., MAIN 523, Associate Deans facilitate the workshop.
	16	New Faculty Meeting, tenure-track and non-tenure-track, 3:30-5:00 p.m., Giffels Auditorium. MAIN 201 Chairs are to attend with New Faculty.
	17	August 2018 Interession classes end
	18	Deadline for the Spring 2019 department Schedule of Classes to be updated in UAConnect and specific room requests submitted to the Dean's Office
	20	Classes begin
	22	Last day to add a first 8-week class and last day for 100% refund for dropping first 8-week class
	23	Standing Committee Luncheon, 12:00–1:30 p.m., MAIN 523
	24	Last day to register or add a full semester class; drop first 8-week course without "W"; receive 100% cancellation of fees for dropping a full term class while continuing to be enrolled; change from audit to credit; have Fall college based fees adjusted by changing colleges
	31	Last day to change from credit to audit; drop a full semester course without the mark of "W" shown on the official record (no fee adjustment)
SEPTEMBER	3	Labor Day Holiday
	4	Chairs Meeting, 3:30 p.m., MAIN 523
	5	Requests for funds from the College Faculty Travel Fund due in Dean's Office
	5	Deadline for Form C & Transcript Submission for Fall 2018 Honors Graduates (Honors Studies, MAIN 517)
	6	Disclosure of Conflict of Interest and Commitment (COI) forms and Prior Approval of Outside Employment (PAOE) forms, due in Dean's Office.
	6	Faculty Convocation, 3:30 p.m., Giffels Auditorium MAIN 201

	11	Directors Meeting, 3:30 p.m., MAIN 523
	15	Deadline for delivery of Personnel Documents to New Faculty
	17	Deadline for program and course proposals submitted on CourseLeaf for ARSC Academic Programs Committee review for fall term.
	17	Constitution Day
OCTOBER	1	Application deadline for students who plan to graduate at the end of Fall 2018
	1	Sturgis Study Abroad Grant applications deadline (Honors Studies, MAIN 517)
	2	Chairs Meeting, 3:30 p.m., MAIN 523
	3	Deadline for Form B (Committee Form) for Spring and Summer 2019 Honors Graduates
	4	Faculty Meeting, 3:30 p.m., Giffels Auditorium Main 201
	5	Deadline to petition Academic Standards Committee for the October 12 th meeting
	5	Proposals for Off-Campus Duty Assignments due in Dean's Office
	9	Directors Meeting, 3:30 p.m., MAIN 523
	9	1st 8-week classes end
	10	2nd 8-week classes begin
	10	Honors Thesis Proposal (Form A) Deadline for Fall 2019 Honors Graduates. Fall 2019 graduates must submit a written proposal and a signature from their thesis director to the Honors Studies Office in MAIN 517.
	11	Honors Fall Thesis Meeting, 4:30-5:30 p.m., Giffels Auditorium, MAIN 201
	12	Last day to add 2nd 8-week course; last day for 100% refund for dropping 2nd 8-week class
	15-16	Fall Break (academic holiday, University administrative offices will be open)
	16	<u>Nominations for faculty being considered for promotion and/or tenure due to Dean's Office via UA P&T SharePoint</u>
	18	Last day to drop 2nd 8-week course without "W" (no fee adjustment)
	29-Nov-16	Priority Registration for currently enrolled students
NOVEMBER	2	Notification of reappointment or non-reappointment of tenure-track faculty in second year due in Dean's Office
	2	Cambridge Faculty Fellowship, Graduate Assistant Dissertation (Ph.D. /M.F.A.) and Summer Research Stipend proposals due in Dean's Office
	6	Chairs Meeting, 3:30 p.m., MAIN 523
	9	Last day to make up incomplete marks for previous semester attended
	13	Directors Meeting, 3:30 p.m., MAIN 523
	15	Dean's Office will provide VCAA with nominations for OCDA
	16	Last day to drop a full semester course or courses with a "W" (no fee adjustment); no full semester class or classes may be dropped after this date unless the student officially withdraws from all courses.
	21	Thanksgiving Break (academic holiday, University administrative offices will be open)
	22-23	Thanksgiving Holiday
	30	Deadline to petition Academic Standards Committee for the Dec. 7 th meeting
DECEMBER	4	Chairs Meeting, 3:30 p.m., MAIN 523

	5	Deadline for completing the Oral Defense for Fall 2018 Honors Graduates
	6	Last day of classes
	7	Dead Day
	7	Dean's Office will provide Provost's office with nominations for promotion and/or tenure
	10-13	Final Examination period (Time and date of exams may not be changed without authorization of Dean and Vice Chancellor for Academic Affairs. Final grade rosters due 48 working day hours after exam is given)
	11	Directors Meeting, 3:30 p.m., MAIN 523
	15	Commencement
	18	Final grades due
	22-31	Holiday Break
JANUARY	1	Holiday Break
2019	2	Return from Holiday Break
	2	January Intersession classes begin
	8	Chairs Meeting, 3:30 p.m., MAIN 523
	10	Summer 2019 Schedule of Classes – <u>Departmental entries/updates and special room requests (smart rooms or other specific building or room requests). Deadline subject to change based on Registrar's Office requirements. Please watch for e-mails with specific instructions which will be sent in the fall.</u>
	11	January Intersession classes end
	11	Deadline to petition Academic Standards Committee for the Jan. 18 th meeting
	12	Fall 2019 Schedule of Classes – <u>Departmental entries/updates and special room requests (smart rooms or other specific building or room requests). Deadline subject to change based on Registrar's Office requirements. Please watch for e-mails with specific instructions which will be sent in the fall.</u>
	14	Spring classes begin
	15	Report of Corporate Positions Held (see APS 1440.11A) due from Dean's Office to Provost no later than January 15 th
	15	Directors Meeting, 3:30 p.m., MAIN 523
	16	Last day to receive 100% cancellation of fees for dropping an eight week one class while remaining enrolled (no fee adjust for dropping an individual course after this date); last day to change an eight week one class from audit to credit
	18	Last day to receive 100% cancellation of fees for dropping a full-term course while remaining enrolled (no fee adjust for dropping an individual course after this date); last day to register or add a full semester course; last day to change from audit to credit; last day to have college based fees adjusted by changing colleges
	21	Martin Luther King Day Holiday
	28	Last day for Provost/Vice Chancellor for Academic Affairs to communicate to candidate and Dean their recommendations regarding appointment to University or Distinguished Professor, promotion and/or tenure
	28	Last day to drop course without "W" or change from credit to audit
	29	Names of those who wish to retire at the end of this academic or fiscal year and recommendation for each regarding emeritus status due in Dean's Office (if possible)

FEBRUARY	1	Sturgis Study Abroad Grant application deadline (Honors Studies, Main 517)
	1	Notification of reappointment or non-reappointment of tenure-track faculty in first year due in Dean's Office (Board Policy 405.4)
	5	Chairs Meeting, 3:30 p.m., MAIN 523
	6	Deadline for Form C & Transcript for Spring and Summer 2019 Honors Graduates
	12	Directors Meeting, 3:30 p.m., MAIN 523
	15	Fulbright General Scholarship Application deadline due to Dean's Office (Carl Riley)
	15	J. William & Elizabeth Fulbright Scholarship for study abroad applications due to Dean's Office (Carl Riley)
	15	Deadline for program and course proposals submitted on CourseLeaf for ARSC Academic Programs Committee review for fall term.
	22	Last day to drop a 1st 8-week class with a mark of "W" (no fee adjustment)
	22	Faculty evaluations and resume updates due in Dean's Office
MARCH	1	Application deadline for students who plan to graduate May 2019
	1	Deadline to petition Academic Standards Committee for the March 8 th meeting
	1	Nominations for College Master Teacher, Master Researcher, Outstanding Advisor, and Yowell Award for Outstanding Teaching by a Graduate Student due in Dean's Office
	5	Chairs Meeting, 3:30 p.m., MAIN 523
	5	1st 8-week classes end
	6	2nd 8-week classes begin
	6	Honors Thesis Proposal and Proposal Form A Deadline for Spring and Summer 2019 Graduates
	12	Directors Meeting, 3:30 p.m., MAIN 523
	13	Early Progress grades emailed for 1000 and 2000 level classes
	15	Alumni Association Faculty Award Nominations due in Dean's Office
	18-22	Spring Break
	22	Spring Break Holiday, (University administrative offices will be closed)
APRIL	1	Third Year Review recommendation letters and all materials from department chairs and personnel committee(s) due to Dean's Office via SharePoint
	1-19	Priority Registration for Summer and Fall 2019
	2	Chairs Meeting, 3:30 p.m., MAIN 523
	4	Faculty Meeting, 3:30 p.m., Giffels Auditorium MAIN 201
	9	Directors Meeting, 3:30 p.m., MAIN 523
	10	Honors Committee Form B Submission Deadline for Fall 2019 Honors Graduates
	12	Last day to make up incomplete marks for previous semester attended
	19	Last day to drop a 2nd 8-week class with a "W" (no fee adjustment)
	19	Last day to drop a full semester class or classes with a "W" (no fee adjustment). No full-term class or classes may be dropped after this date unless the student officially withdraws from all classes.
	22	Notification of reappointment or non-reappointment of tenure-track faculty in second through fifth year due in Dean's Office
	24	Deadline for completing Thesis Defense for Spring 2019 Honors Graduation

	26	Deadline to petition Academic Standards Committee for the May 3 rd meeting
MAY	1	Deadline for Delivery of Personnel Documents to Existing Faculty (tenured, tenure-track, and non-tenure track) from Chairs
	1	Last day for the chairperson to inform in writing each faculty member who is to be considered for promotion and/or tenure that he or she will be considered (APS 1200.00)
	2	Last day of classes
	3	Dead Day
	3	Last day to submit final copy of Honors Thesis
	5	Last day for faculty members to request nomination for promotion and/or tenure in Fall – if not scheduled for consideration (APS 1200.00)
	6-9	Final exams
	7	Chairs Meeting, 3:30 p.m., MAIN 523
	10	Last day for departmental personnel committee/chair and candidate to work together to identify reviewers and initiate external peer review selection process (APS 1200.00)
	11	Fulbright College Honors Graduation Ceremony, (9 a.m.-12:00 p.m. tentative on finals and Fulbright Commencement) ARKU Ballroom
	11	Commencement 12:30 p.m., Bud Walton Arena
	12	Last day of academic year (9 month) faculty appointments
	13	May Intersession classes begin
	13	Final grades due
	16	Deadline to petition Academic Standards Committee for the May 23 rd meeting
	24	May Intersession classes end
	27	Memorial Day Holiday
	28	Summer classes begin: Summer 10-week session classes, Summer 1st 5-week session classes, and Summer 8-week session classes begin
JUNE	4	Chairs Meeting, 3:30 p.m., MAIN 523
	21	Deadline to petition Academic Standards for the June 28 th meeting
	28	Summer 1st 5-week session ends
	30	Last working day for notice of non-reappointment to 12-month faculty who are entitled to 12 months' notice before the end of a terminal contract
JULY	1	Application deadline for students who plan to graduate at the end of Summer 2019
	1	Summer 2nd 5-week session classes begin
	4	Independence Day Holiday
	9	Chairs Meeting, 3:30 p.m., MAIN 523
	12	Departmental Annual Reports due in Dean's Office
	28	Summer 8-week session classes end
	24	Final day for Summer 2019 graduates to defend honors thesis
	26	Deadline to petition Academic Standards Committee for the Aug. 2 nd meeting
	31	New faculty (on fiscal year appointment) advised in writing by chair of the criteria, procedures, and instruments that are to be used in assessing his or her work for academic year 2019-20

AUGUST	2	Summer 10-week session classes and Summer 2nd 5-week session classes end
	5	August 2019 Intersession classes begin
	6	Chairs Meeting, 3:30 p.m., MAIN 523
	10	Last day for faculty candidate for tenure and/or promotion to submit complete dossier for on-line review system—dossiers for review can be emailed (or jump drives/cds shipped) to external peer reviewers and internal (departmental and college) committees will use the university P&T SharePoint system. (APS 1200.00)
	11	<u>Approximate Deadline for Spring 2020 department Schedule of Classes to be updated, official class time exception requests submitted, and specific room requests submitted to the Dean's Office. Please watch for specific instructions via e-mail in May 2019</u>
	16	Deadline to petition Academic Standards Committee for the August 23 rd meeting
	16	August 2019 Intersession classes end
	20	Directors Meeting, 3:30 p.m., MAIN 523