

2023 - 2024 DATES AND DEADLINES

DISTRIBUTED BY FACULTY SERVICES— OFFICE OF ACADEMIC AFFAIRS

This calendar is specifically for the Faculty Services Office and Union due dates. Please check with your Dean's/Director's office for dates specific to each college/school. Some things may be due to the Dean's/Director's office for signatures prior to being submitted in the Faculty Services Office. School of Nursing may have different semester start and end dates.

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| Appointment Letters to Faculty | Mid July 2023 |
| Faculty Contracts begin | August 13, 2023 |
| New Faculty Orientation | August 14-15, 2023 |
| College Faculty Meetings | Various (most are Aug 17-18) |
| Fall semester instruction begins | August 28, 2023 |
| Promotion, Tenure, Post-Tenure Reviews and 4th Year Comp files due to the dean (UNAC CBA, Article 9) | September 12, 2023 |
| Annual Activity Reports due to the dean for all faculty (UNAC CBA 9.2.1) | September 12, 2023 |
| Sabbatical reports due to OAA (for 2022-23 and Spring 2023 Sabbaticals) | September 15, 2023 |
| Sabbatical requests due to dean/director (last Monday in September) | September 25, 2023 |
| Emeritus applications for December Commencement due to OAA (after review completed by Campus Directors, College Peer Review Committees & Dean) - internal deadline | October 16, 2023 |
| College Peer Review Committee evaluations of comprehensive files due to faculty member (UNAC CBA 9.2.6) | October 16, 2023 |
| Faculty response to College Peer Review Committee review of comprehensive files due to Dean's office (9.2.6) | October 23, 2023 |
| Sabbatical requests due to OAA with Dean's/Director's signature (last Monday in October) | October 30, 2023 |
| Non teaching day (day before Thanksgiving) | November 22, 2023 |
| Fall Commencement | December 17, 2023 |
| Dean's/Director's evaluation of comprehensive files due to faculty member (UNAC CBA 9.2.6) | December 20, 2023 |
| UAA Winter Closure | Dec 23, 2023 - Jan 2, 2024 |
| Faculty response to Dean's/Director evaluation of comprehensive files due (UNAC CBA 9.2.6) | January 3, 2024 |
| UNAC Dean's response to Annual Reviews due to faculty member (UNAC CBA 9.2.1) | January 15, 2024 |
| Provost decisions on sabbaticals (approx. date) | January 15, 2024 |
| Emeritus applications for May Commencement due to OAA (after review completed by Campus Directors, College Peer Review Committees & Dean) - internal deadline | February 13, 2024 |
| UFEC evaluations of comprehensive files due to faculty member (UNAC CBA 9.2.6) | February 20, 2024 |
| Faculty response to UFEC evaluation of comprehensive files due (UNAC CBA 9.2.6) | February 26, 2024 |
| Faculty workloads due to Dept. Chair (UNAC CBA 13.3.4: Mar. 1 or at least 60 days prior to the end of the current contract period) | March 1, 2024 |
| UAA Spring Break (Campus closed on March 15th) | March 11 - 15, 2024 |
| Sabbatical reports due to OAA (for Fall 2022 Sabbaticals) | March 15, 2024 |
| Provost's evaluation of comprehensive files due to faculty member (UNAC CBA 9.2.6) | April 1, 2024 |
| Faculty workloads due to dean (UNAC CBA 13.3.4: Apr 1 or at least 30 days prior to end of the current contract period) | April 1, 2024 |
| Faculty response to Provost's evaluation of comprehensive files due (UNAC CBA 9.2.6) | April 5, 2024 |
| Chancellor decisions on Promotion & Tenure | May 1, 2024 |
| Faculty workloads due from dean to unit member (UNAC CBA 13.3.4: May 1 or at least 5 working days prior to the end of the current contract period) | May 3, 2024 |
| Spring Commencement | May 5, 2024 |
| Last day of Faculty Contracts | May 11, 2024 |
| Faculty planning to stand for promotion and tenure must notify Dean/Director by 5pm (include ext reviewers—9.2.6) | May 13, 2024 |
| Dean's offices contact external reviewers for all P&T candidates (UNAC CBA 9.2.6) | July 1, 2024 |