

ACADEMIC STAFF CALENDAR 2011-2012

FALL SEMESTER, 2011

August	Thursday	18	New Faculty Orientation (<i>Hoyt 110 – Conference Room - 8:30am-12:00noon</i>)
August	Friday	19	Faculty meetings (<i>TJM 114N – 8:30am–10:00am</i>)
August	Sunday	21	Last day to drop/add Term I classes (8 weeks)
August	Monday	22	On-campus (17 weeks) Online and Offutt Term I (8 weeks) classes begin
August	Thursday	25	All College meeting (<i>College Theatre - 11:00am</i>)
August	Thursday	25	Faculty/ Staff Welcome Back Reception-(<i>Jindra -2:00pm 5:00pm</i>)
August	Sunday	28	Last day to drop/add regular semester (17 weeks) classes

September	Monday	5	Labor Day Holiday (<i>no classes – offices closed</i>)
September	Tuesday	6	Classes resume
September	Thurs/Fri	8-9	Board of Trustees meeting @ Peru
September	Friday	9	Faculty/Class Rosters reporting non-attendance due in Records Office by 12:00 noon
September	Friday	9	Spring 2012 class schedules reviewed/finalized in PeopleSoft by Deans and office staff
September	Friday	16	Student Teacher Applications due for Spring 2012
September	Friday	16	Mid-Term – Online and Offutt Term I (8 weeks)
September	Friday	23	Last day to withdraw Term I (8 weeks) classes with a “W”
September	Saturday	24	Homecoming/Septemberfest (<i>Campus Green – 11:00am-2:00pm</i>)
September	Friday	30	Tenure/Promotion (<i>Faculty candidate notifies appropriate Dean and VPAA.</i>)
September	Friday	30	Tenure/Promotion (<i>T/ P Committee members elected by schools.</i>)

October	Monday	3	Tenure/Promotion (<i>VPAA notifies candidate(s) of receipt of their letter of application applying for promotion and/or tenure and their eligibility.</i>)
October	Monday	3	Applications for May 2012 and August 2012 Graduation due (<i>graduate and undergraduate</i>)
October	Monday	3	Book orders due in Bookstore for Spring Semester, 2012
October	Friday	14	Tenure/Promotion (<i>Faculty Senate Chair convenes the T/P Committee.</i>)
October	Friday	14	Tenure/Promotion (<i>T/ P Committee chair identified.</i>)
October	Friday	14	Mid Term (17 weeks), On-line and Offutt Term I (8 weeks) end
October	Mon-Tues	17-18	Mid-Term Break (17 week classes) (<i>no classes, offices open</i>)
October	Wednesday	19	On campus classes resume
October	Friday	21	Last day to withdraw from regular semester (17 weeks) with a “W”
October	Sunday	23	Last day to drop/add Term II classes (8 weeks)
October	Monday	24	On-line and Offutt Term II (8-weeks) classes begin
October	Friday	28	Teaching Excellence Award forms due to VPAA
October	Friday	28	Tenure/Promotion (<i>Candidates submit material to the VPAA.</i>)
October	Friday	28	Tenure/Promotion (<i>VPAA submits materials to T/ P Committee.</i>)

November	Friday	4	Tenure/Promotion (<i>T/ P Committee identifies four names for Peer Review and forwards names to faculty candidate.</i>)
November	Thur-Fri	3-4	Board of Trustees meeting at Wayne
November	Friday	11	Summer 2012, Fall 2012, Spring 2013 class schedules entered in PeopleSoft by Deans and office staff (<i>including on campus and online courses</i>).
November	Friday	11	Tenure/Promotion (<i>Faculty candidate notifies chair of T/ P Committee of three members selected.</i>)
November	Tues-Thurs	15-17	Registration for Spring Semester 2012
November	Friday	18	Mid-Term – Online and Offutt Term II (8 week) classes
November	Wed-Fri	23-25	Fall Break (<i>no classes – offices closed–Thursday and Friday only</i>)
November	Friday	25	Last day to withdraw Term II (8-weeks) classes with a “W”
November	Monday	28	On campus classes resume

December	Friday	9	Last day of regular semester classes (17 weeks)
December	Monday	12	Last academic/instructional day (<i>no classes</i>)
December	Monday	12	Tenure/Promotion (<i>Peer Review Committee forwards recommendation(s) to chair of T/ P Comm.</i>)
December	Tues-Fri	13-16	Final Exam Week
December	Friday	16	Regular Semester and Term II classes end
December	Tuesday	20	Grades entered in PeopleSoft by faculty. Deadline is 12:00 noon
Dec/Jan	Fri-Mon	23-2	Christmas holidays (<i>offices closed</i>)

ACADEMIC STAFF CALENDAR 2011-2012

SPRING SEMESTER 2012

January	Sunday	8	Lasts day to drop/add Term I classes (8 weeks)
January	Monday	9	Day and Evening classes begin
January	Monday	9	Online and Offutt Term I (8 weeks) classes begin
January	Sunday	15	Last day to drop/add regular semester (17 weeks) classes
January	Monday	16	Martin Luther King, Jr. Day (<i>classes held – offices open</i>)
January	Monday	16	Fall 2012 class schedules reviewed/finalized in PeopleSoft by Deans and office staff
January	Wednesday	18	Board of Trustees meeting @ Lincoln
January	Wednesday	25	Faculty/Class Rosters reporting non-attendance due in Records Office by 12 noon
January	Friday	27	Student Teacher applications due for Fall 2012

February	Friday	3	Mid-Term On-line and Offutt Term I classes (8 weeks)
February	Friday	10	Last day to withdraw Term I (8 weeks) classes with a "W"
February	Monday	27	Tenure/Promotion (<i>T/ P Committee forwards recommendations to VPAA.</i>)
February	Monday	27	Tenure/Promotion (<i>Candidates are notified by the VPAA of the President's recommendation and also they are informed that the recommendations will be forwarded to the Board of Trustees for approval.</i>)
Feb/Mar	Mon-Fri	27-2	Summer Session early registration

March	Thursday	1	Applications for December graduation due (<i>graduate and undergraduate</i>)
March	Thursday	1	President sends letter to Promotion/Tenure candidates with his recom. to the Board
March	Thursday	1	Tenure/Promotion information due in System Office for March BOT meeting
March	Friday	2	Online and Offutt Term I (8 weeks) classes end
March	Friday	2	Mid-Term (17 weeks)
March	Mon-Fri	5-9	Mid-Term Break (<i>no classes - - offices open</i>)
March	Friday	9	Book orders due in Bookstore for Summer Session 2012
March	Friday	9	Last day to withdraw from regular semester classes (17 weeks) with a "W"
March	Sunday	11	Last day to add/drop Term II classes (8 weeks)
March	Monday	12	Online and Offutt Term II (8 weeks) classes begin
March	Monday	12	On campus classes resume
March	Tues-Thur	27-29	Registration for Fall Semester 2012
March	Thur-Fri	29-30	Board of Trustees meeting @ Chadron

April	Monday	2	Book orders due in Bookstore for Fall Semester 2012
April	Monday	2	Deans' evaluation of faculty due in VPAA office
April	Friday	6	Mid Term – Online and Offutt Term II (8 weeks)
April	Friday	13	Last day to withdraw Term II (8 weeks) classes with a "W"
April	Friday	27	Last day of regular semester classes (17 weeks)
April	Monday	30	Last academic/instructional day (<i>no classes</i>)
April	Monday	30	Tenure/Promotion (<i>Candidates are notified of Board of Trustees approval by the President.</i>)

May	Tues-Fri	1-4	Final Exam Week
May	Friday	4	Regular Semester and Term II classes end
May	Saturday	5	Commencement
May	Tuesday	8	Grades entered in PeopleSoft by faculty. Deadline is 12:00 noon
May	Monday	28	Memorial Day holiday (<i>offices closed</i>)

June	Sunday	3	Last day to drop/add summer session classes
June	Monday	4	Undergraduate and Graduate Summer Session begins
June	Thurs-Fri	14-15	Board of Trustees meeting @ Lincoln

July	Wednesday	4	Independence Day Holiday (<i>no classes - offices closed</i>)
July	Friday	6	Last day to withdraw (8 week) classes with a "W"
July	Friday	27	Summer Session ends (<i>Undergraduate and Graduate</i>)

August	Saturday	4	Summer Graduation date
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