

**College of Arts and Sciences
DEADLINES AND EVENTS FOR 2009-10**

Sept.	3	Chairs and Directors Retreat, 8:30am-4 pm, Wilson 303
	15	Faculty Welcome and Awards Ceremony, 4-6 pm, Baker Ballroom A
	16	<i>Chairs and Directors Meeting, 2-4 pm, Wilson 303</i>
	30	<i>Chairs and Directors Meeting, 2-4 pm, Wilson 303</i>
Oct.	9	Fall Faculty Development Proposals due, 12 noon (Vicki Butcher)
	14	<i>Chairs and Directors Meeting, 2-4 pm, Wilson 303</i>
	23	Faculty Fellowship Leave reports for 2008-09 due (Vicki Butcher & Provost)
	28	<i>Chairs and Directors Meeting, 2-4 pm, Wilson 303</i>
	30	Tentative list of 2008 P&T candidates due (Howard Dewald)
Nov.	2	Fall Humanities Research Fund proposals due, 12 noon (Vicki Butcher)
	18	<i>Chairs and Directors Meeting, 2-4 pm, Wilson 303</i>
Dec.	1	Professional Development course reduction proposals due, 12 noon (Vicki Butcher)
	16	<i>Chairs and Directors Meeting, 2-4 pm, Wilson 303</i>
Jan.	13	<i>Chairs and Directors Meeting, 2-4 pm, Wilson 303</i>
	19	Faculty Fellowship Leave requests for 2010-11 due (Vicki Butcher)
	22	Winter Faculty Development Proposals due, 12 noon (Vicki Butcher)
	27	<i>Chairs and Directors Meeting, 2-4 pm, Wilson 303</i>
Feb.	1	Faculty evaluations due (Vicki Butcher)
	1	Probationary faculty receive annual evaluation from Chair with copy to A&S
	10	<i>Chairs and Directors Meeting, 2-4 pm, Wilson 303</i>
	12	Personal Data Forms (PDFs) due, 12 noon (Vicki Butcher)
	16	Chair's self-evaluation narrative due (Vicki Butcher)
	16	Faculty evaluations of Department Chair due (Vicki Butcher)
	16	P&T dossiers due (Howard Dewald)
	24	<i>Chairs and Directors Meeting, 2-4 pm, Wilson 303</i>
Mar.	10	<i>Chairs and Directors Meeting, 2-4 pm, Wilson 303</i>
	16	Emeritus nominations due (Vicki Butcher)
	16	Deadline for 1804 Proposal preliminary discussions with dean's office
Apr.	14	<i>Chairs and Directors Meeting, 2-4 pm, Wilson 303</i>
	16	Spring Faculty Development Proposals due, 12 noon (Vicki Butcher)
	16	Nominations due for Outstanding Teacher Awards, Outstanding Faculty Service Award, Outstanding Group II Faculty Award, Outstanding Faculty Undergraduate Advising Award, and Grasselli Undergraduate Research Awards (Vicki Butcher)
	28	<i>Chairs and Directors Meeting, 2-4 pm, Wilson 303</i>
May	1	Spring Humanities Research Fund proposals due, 12 noon (Vicki Butcher)
	12	<i>Chairs and Directors Meeting, 2-4 pm, Wilson 303</i>
	26	<i>Chairs and Directors Meeting, 2-4 pm, Wilson 303</i>
June	9	<i>Chairs and Directors Meeting, 2-4pm, Wilson 303</i>