

# 2023 2024 DATES AND DEADLINES

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**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.**

Appointment Letters to Faculty	Mid July 2023
Faculty Contracts begin	August 13, 2023
New Faculty Orientation	August 14-15, 2023
College Faculty Meetings	
	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 (M	ö                      Æ
	February 15, 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