



The University of Georgia

Office of the Senior Vice President
for Academic Affairs and Provost

2016-2017 Administrative Calendar

Item	Due Date
Academic rank faculty (Assistant Professor, Associate Professor, Instructor, Professor) electronic promotion dossiers due in the Office of Faculty Affairs	10/21/16
Academic professional electronic promotion dossiers due in the Office of Faculty Affairs	10/21/16
Anderson, Robert C. Memorial Award nominations due	11/1/16
Bulletin Online (Fall 2017)	6/1/17
Bulletin Online (Spring 2017)	1/3/17
Bulletin Revisions Due for Fall 2017	3/1/17
Bulletin Revisions Due for Spring 2017	9/19/16
Carmon, James L. Scholarship applications due	9/20/16
CAPA deadline for Graduate School Curriculum Committee to submit courses to the University Curriculum Committee for Fall 2017	2/17/17
CAPA deadline for schools/colleges to submit courses to the Graduate School Curriculum or University Curriculum Committee for Fall 2017	2/3/17
CAPA deadline for Graduate School Curriculum Committee to submit courses to the University Curriculum Committee for Spring 2017	9/9/16
CAPA deadline for schools/colleges to submit courses to the Graduate School Curriculum or University Curriculum Committee for Spring 2017	8/26/16
Central classroom scheduling assignments for Spring 2017 released to departments	9/15/16

Central classroom scheduling assignments for Summer 2017 released to departments	9/15/16
Central classroom scheduling assignments for Fall 2017 released to departments	2/19/17
Clinical faculty electronic promotion and tenure dossiers due in the Office of Faculty Affairs	10/21/16
Creative Research Awards and Medal nominations due	11/1/16
CTL Faculty Learning Communities proposals due	4/1/17
CTL Writing Fellows applications due	4/18/17
Cultivar Development Research Program applications due	10/5/16
Dissertation Completion Award applications due	Spring 2017
Distinguished Research Professor nominations due (check with home department for deadline submission to dean)	11/14/16
Early Career Scholar Awards nominations due	11/1/16
Educational Affairs Committee Meeting	8/24/16
Educational Affairs Committee Meeting	10/19/16
Educational Affairs Committee Meeting	2/8/17
Educational Affairs Committee Meeting	3/22/17
Engaged Scholar Award nominations due	1/20/17
Exclusivity for classroom assignments for academic units for Spring 2017: 7/1/16-9/1/16	9/1/16
Exclusivity for classroom assignments for academic units for Summer 2017: 7/1/16-9/1/16	9/1/16

Exclusivity for classroom assignments for academic units for Fall 2017: 11/14/16-2/5/17	2/5/2017
Final exam classroom assignments for Fall 2016 distributed	11/1/16
Final exam classroom assignments for Spring 2017 distributed	4/3/17
Final exam classroom assignments for Summer 2017 distributed	6/1/17
Foreign Travel Assistance Program applications due (quarterly)	Second Tuesdays in January, March, May, July, September and November
Graduate faculty appointment deadline (new and current tenure-track, tenured faculty and other appointments)	9/1/16, 1/15/17, 6/1/17
Graduate School Research Assistantship Awards deadline	2/2/17
Graduate School Dean's Award for International Study deadline (for Maymester and summer programs)	Spring 2017
Graduate School student scholarship applications deadline	April 2017
Graduate School Teaching Portfolio Program submissions due (Fall 2016)	9/9/16
Graduate School Teaching Portfolio Program submissions due (Spring 2017)	2/3/17
GRSC 7770 Assistantship applications deadline	3/3/17
International Diversity Award nominations due	2/1/17
Junior Faculty Research Grants in the Sciences applications due	2/7/17
Kellogg Award Applications due to Public Service and Outreach	1/31/17
FY18 Learning Technologies Grants proposals due	4/28/17

Lecturer electronic promotion dossiers due in the Office of Faculty Affairs	<u>10/21/16</u>
Librarian promotion dossiers due to University Librarian and Associate Provost	<u>9/6/16</u>
Librarian promotion recommendations due to the Office of Faculty Affairs	<u>1/7/17</u>
Lilly Teaching Fellows applications due	<u>3/10/17</u>
Meigs Professor dossiers due	<u>11/14/16</u>
NEH Summer Stipend deadline	<u>8/11/16</u>
Office of International Education Study Abroad Award nominations due	<u>2/1/17</u>
Open Arms Award nominations due	<u>2/1/17</u>
Performance evaluations due	<u>3/31/17</u>
Post-tenure reviews – annual survey due in the Office of Faculty Affairs	<u>5/12/17</u>
Presidential Graduate Fellows Program	<u>1/19/17</u>
PSO Fellowship Program Nominee Due	<u>3/24/17</u>
Public Impact Grant deadline	<u>10/27/16</u>
Public Service and Outreach Staff Award for Excellence nomination dossiers due	<u>9/30/16</u>
Public Service and Outreach faculty promotion dossiers due to the Office of the Vice President for Public Service and Outreach	<u>10/7/16</u>
Public Service and Outreach Faculty promotion recommendations due to the Office of Faculty Affairs	<u>1/7/17</u>
Regent's Out of State Tuition Waiver	<u>2/21/17</u>

Regents' Professor electronic nominations due in the Office of Faculty Affairs	11/1/16
Reiff, Richard Internationalization Award nominations due	2/1/17
Research Scientist promotion dossiers due to Office of the Vice President for Research	11/4/16
Research Scientist promotion recommendations due to the Office of Faculty Affairs	1/7/17
Russell Undergraduate Teaching Award dossiers due	11/21/16
Sarah Moss Fellowship applications due	3/24/17
Self-studies for academic units undergoing program review due	10/1/16
Self-studies for administrative units undergoing support unit review due	10/15/16
Senior Teaching Fellows 2017-2018-nominations due	4/10/17
Service-Learning Faculty Awards nominations due	11/4/16
Service-Learning Fellows program 2016-2017 applications due	3/20/17
Service-Learning Support Grants due	Rolling deadline throughout year
Signature Lectures submission deadline	8/5/16 & 12/5/16
SEC Academic Leadership Development Program Fellows applications due	4/7/17
Special Collections Libraries Faculty Fellows	10/3/16
State-of-the-Art Conference proposals due	9/12/16
Student Learning Outcomes Assessment Reports for undergraduate and graduate majors and certificate programs due	10/1/16

Study in a Second Discipline Fellowship applications due	1/13/17
Teaching Assistant Awards nominations deadline (Outstanding Teaching Assistant and Excellence in Teaching)	1/20/17
University Curriculum Committee – materials due for August 26, 2016 meeting	8/1/16
University Curriculum Committee – materials due for October 21, 2016 meeting	9/23/16
University Curriculum Committee – materials due for January 20, 2017 meeting	12/6/16
University Curriculum Committee – materials due for February 10, 2017 meeting	1/13/17
University Curriculum Committee – materials due for March 31, 2017 meeting	3/3/17
University Curriculum Committee – materials due for April 28, 2017 meeting	3/31/17
University Curriculum Committee Meeting	8/26/16
University Curriculum Committee Meeting	10/21/16
University Curriculum Committee Meeting	1/20/17
University Curriculum Committee Meeting	2/10/7
University Curriculum Committee Meeting	3/31/17
University Curriculum Committee Meeting	4/28/17
University Professor electronic nominations due in the Office of Faculty Affairs	11/1/16
Walter B. Hill Award and the Walter B. Hill Fellow Award nomination dossiers due	9/30/16
Willson Center for Humanities and Arts Distinguished Artist or Lecturer applications due	9/1/16 & 2/16/17

Willson Center for Humanities and Arts Faculty Research Grants applications due	<u>2/7/17</u>
Willson Center for Humanities and Arts Graduate Research Award applications due	<u>9/1/16 & 1/12/17</u>
Willson Center for Humanities and Arts Public Impact Grant	<u>10/27/16</u>
Willson Center for Humanities and Arts Research Fellowship	<u>10/6/16</u>
Willson Center for Humanities and Arts Short-Term Fellowship applications due	<u>10/27/16</u>
Women's Leadership Fellows Program nominations due	<u>9/26/16</u>

For additions to the calendar, please contact [Camie Williams](#).
Updated July 2016