ADMINISTRATIVE CALENDAR

**Oshkosh** a

**Fond du Lac** a

**Fox Cities**

A calendar on a spiral bound notebook

Description automatically generated

**2023-2024 Academic Year Calendar**

Assessment Committee Monthly Meeting Dates Barbara G. Sniffen Faculty Governance Service Award Drop Dates

Edward Penson Distinguished Teaching Awards Endowed Professorships

Faculty Development: Teaching and Research Proposals Faculty Renewal/Non-Renewal Dates

Faculty Post-Tenure Review (PTR)

Faculty Senate and

Academic Grade Deadlines

Graduate Council Meeting Dates Graduate and Undergraduate Bulletin Timelines

Instructional, Professional Academic and University Staff Annual Evaluation Dates John McNaughton Rosebush Professorship

Office of Graduate Studies Outstanding Performance Award – University Staff

Policy Committee (APC) Meeting Dates Program/Course Approval

Provost’s Summit

Renewal/Non-renewal/Tenure/Promotion/Professorial Productivity Residence Hall Open/Close Dates

Sabbaticals

Senate of Academic Staff Meeting Dates Student Research & Creative Activity Deadlines Textbook Order Dates

University Studies Program Committee Meeting Dates

UW System Regents Teaching Excellence Award (Dates TBD)

UW System Report on Outside Activities

*Issued by the Provost and Vice Chancellor’s Office* **August 2023**

***For corrections or additions, call x2220.***

**ALL INFORMATION IN CALENDAR SUBJECT TO CHANGE**

**UNIVERSITY OF WISCONSIN OSHKOSH 2023-2024 ACADEMIC CALENDAR**

**FALL SEMESTER 2023**

Monday Wednesday Tuesday

Wednesday Wednesday

- Sunday Monday

Friday

Saturday

**J-TERM 2024**

Monday Wednesday Monday\* Friday

August 28

September 6

October 24

October 25

November 22-26

November 27

December 15

December 16

January 8, 2024

January 10

January 15

January 26

Begin Academic Year/Fall Semester Payroll Contract Period

Begin 1st 7-week; 14-week term

End 1st 7-week term

Begin 2nd 7-week term

**Thanksgiving Recess**

(recess begins *after evening classes on November 21)*

Classes resume

End 2nd 7-week, 14-week term and semester

**Official Graduation Date**

**COMMENCEMENT**

Begin 3-week J-Term

End of Fall Semester Payroll Contract Period

**Legal Holiday**, Martin Luther King Jr. Day – no classes

End 3-week J-term; end of semester

\* During **J-Term**, classes will meet on January 8, 9, 10, 11, 12, 16, 17, 18, 19, 22, 23, 24, 25, 26.

Fall Contractual Days = 98 Fall Instructional Days = 70 Fall Interim Instructional Days = 14

**SPRING SEMESTER 2024**

Thursday Monday Friday Sun-Sun Monday Friday

Saturday

**MAY-TERM 2024**

Monday\*\*

Friday

Monday Friday Friday

January 11

February 5

March 22

March 24-31

April 1

May 17

May 18

May 20

May 24

May 27

June 7

June 7

Begin Spring Semester Payroll Contract Period

Begin 1st 7-week; 14-week term

End 1st 7-week term

**Spring Break**

Begin 2nd 7-week term

End 2nd 7-week, 14-week term and semester

**Official Graduation Date**

**COMMENCEMENT**

Begin 3-week May-term\*\*

End of Spring Semester Payroll Contract Period

**Legal Holiday**, Memorial Day – no classes

End 3-week May-term

End of Academic Year

\*\* During **May-Term**, classes will meet on May 20, 21, 22, 23, 24, 28, 29, 30, 31; June 3, 4, 5, 6, 7.

Spring Contractual Days = 97 Spring Instructional Days = 70 Spring Interim Instructional Days = 14

**SUMMER SEMESTER 2024**

Monday Thursday Friday Monday Friday

June 17

July 4

July 12

July 15

August 9

Begin 1st 4-week term; 8-week term

**Legal Holiday**, Independence Day – no classes End 1st 4-week term

Begin 2nd 4-week term

End 2nd 4-week term; 8-week term – **Official Graduation Date**

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| **TENURE TRACK FACULTY RENEWAL/NON-RENEWAL DATES FOR 2023-2024** | | | | |
|  | | | | |
| ***FIRST-YEAR FACULTY MEMBERS – SPRING CYCLE (March)*** | | | | |
| ACTION TAKEN | Due Date | | | |
| COB | CON | COEHS | COLS |
| Notification from department to faculty member | N/A | N/A | N/A | N/A |
| Faculty send information to Initial Level of Review | N/A | N/A | N/A | N/A |
| Initial Level of Review recommendations to College Committee | N/A | N/A | N/A | N/A |
| College Committee recommendations to Dean | N/A | N/A | N/A | N/A |
| Dean recommendations to Provost and Vice Chancellor | N/A | N/A | N/A | N/A |
| Provost and Vice Chancellor recommendations to Chancellor | N/A | N/A | N/A | N/A |
| Chancellor Notifies Faculty | N/A | N/A | N/A | N/A |
|  | | | | |
| ***SECOND-YEAR FACULTY MEMBERS – FALL CYCLE (December)*** | | | | |
| ACTION TAKEN | Due Date | | | |
| COB | CON | COEHS | COLS |
| Notification from department to faculty member | 9/5 | 9/5 | 9/5 | 9/5 |
| Faculty send information to Initial Level of Review | 9/25 | 9/25 | 9/25 | 9/25 |
| Initial Level of Review recommendations to College Committees | 10/9 | N/A | 10/9 | 10/9 |
| College Committee recommendations to Dean | 10/23 | 10/23 | 10/23 | 10/23 |
| Dean recommendations to Provost and Vice Chancellor | 11/6 | 11/6 | 11/6 | 11/6 |
| Provost and Vice Chancellor recommendations to Chancellor | 11/27 | 11/27 | 11/27 | 11/27 |
| Chancellor Notifies Faculty | 12/11 | 12/11 | 12/11 | 12/11 |
|  | | | | |
| **RENEWAL/NON-RENEWAL/TENURE** | | | | |
| ***SECOND-YEAR OR MORE FACULTY – SPRING CYCLE (May)*** | | | | |
| ACTION TAKEN | Due Date | | | |
| COB | CON | COEHS | COLS |
| Notification from department to faculty member | 12/18 | 12/18 | 12/18 | 12/18 |
| Faculty send information to Initial Level of Review | 1/8 | 1/8 | 1/8 | 1/8 |
| Initial Level of Review recommendations to College Committees | 1/22 | N/A | 1/22 | 1/22 |
| College Committee recommendations to Dean | 2/16 | 2/16 | 2/16 | 2/16 |
| Dean recommendations to Provost and Vice Chancellor | 3/15 | 3/15 | 3/15 | 3/15 |
| Provost and Vice Chancellor recommendations to Chancellor | 4/5 | 4/5 | 4/5 | 4/5 |
| Chancellor Notifies Faculty | 4/22 | 4/22 | 4/22 | 4/22 |

**8/14/2023**

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| **RENEWABLE INSTRUCTIONAL ACADEMIC STAFF**  **RENEWAL/NON-RENEWAL DATES FOR 2023-2024** | | | | | | |
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| ***FIRST-YEAR INSTRUCTIONAL ACADEMIC STAFF – SPRING CYCLE (March)***  ***(Please note: Newly hired multi-year contracted IAS are exempt from the Year 1 renewal)*** | | | | | | |
| ACTION TAKEN | Due Date | | | | | |
| COB | CON | COEHS | COLS | ADM | OCE |
| Notification from department to academic staff member | 11/10 | 11/10 | 11/10 | 11/10 | 11/10 | 11/10 |
| Academic Staff send information to Initial Level of Review | 11/20 | 11/20 | 11/20 | 11/20 | 11/20 | 11/20 |
| Initial Level of Review recommendations to College Committee or equivalent | 12/18 | N/A | 12/18 | 12/18 | N/A | N/A |
| College Committee recommendations to Dean/Director/VC/ AVC | 1/12 | 1/12 | 1/12 | 1/12 | 1/12 | 1/12 |
| Dean/Director/AVC recommendations to Provost and Vice Chancellor **OR** VC/ Director recommendations to Chancellor | 2/5 | 2/5 | 2/5 | 2/5 | 2/5 | 2/5 |
| Provost and Vice Chancellor recommendations to Chancellor and Human Resources Office | 2/19 | 2/19 | 2/19 | 2/19 | 2/19 | 2/19 |
| Chancellor Notifies Academic Staff | 3/4 | 3/4 | 3/4 | 3/4 | 3/4 | 3/4 |
|  | | | | | | |
| ***SECOND-YEAR INSTRUCTIONAL ACADEMIC – FALL CYCLE (December)*** | | | | | | |
| ACTION TAKEN | Due Date | | | | | |
| COB | CON | COEHS | COLS | ADM | OCE |
| Notification from department to academic staff member | 9/15 | 9/15 | 9/15 | 9/15 | 9/15 | 9/15 |
| Academic Staff send information to Initial Level of Review | 9/25 | 9/25 | 9/25 | 9/25 | 9/25 | 9/25 |
| Initial Level of Review recommendations to College Committees or equivalent | 10/9 | N/A | 10/9 | 10/9 | N/A | N/A |
| College Committee recommendations to Deans/Directors/VC/ AVC | 10/23 | 10/23 | 10/23 | 10/23 | 10/23 | 10/23 |
| AVC/Dean/Director recommendations to Provost and Vice Chancellor **OR** VC/Director recommendations to Chancellor | 11/6 | 11/6 | 11/6 | 11/6 | 11/6 | 11/6 |
| Provost and Vice Chancellor recommendations to Chancellor and Human Resources Office | 11/28 | 11/28 | 11/28 | 11/28 | 11/28 | 11/28 |
| Chancellor Notifies Academic Staff | 12/11 | 12/11 | 12/11 | 12/11 | 12/11 | 12/11 |
|  | | | | | | |
| ***SECOND-YEAR OR MORE INSTRUCTIONAL ACADEMIC STAFF – SPRING CYCLE (May)*** | | | | | | |
| ACTION TAKEN | Due Date | | | | | |
| COB | CON | COEHS | COLS | ADM | OCE |
| Notification from department to academic staff member | 12/29 | 12/29 | 12/29 | 12/29 | 12/29 | 12/29 |
| Academic Staff send information to Initial Level of Review | 1/8 | 1/6 | 1/6 | 1/6 | 1/6 | 1/6 |
| Initial Level of Review recommendations to College Committees or equivalent | 1/22 | N/A | 1/22 | 1/22 | N/A | N/A |
| College Committee recommendations to Dean/Directors/VC/AVC | 2/16 | 2/16 | 2/16 | 2/16 | 2/16 | 2/16 |
| AVC/Dean/Director recommendations to Provost and Vice Chancellor **OR** VC/ Director recommendations to Chancellor | 3/15 | 3/15 | 3/15 | 3/15 | 3/15 | 3/15 |
| Provost and Vice Chancellor recommendations to Chancellor and Human Resources Office | 4/5 | 4/5 | 4/5 | 4/5 | 4/5 | 4/5 |
| Chancellor Notifies Academic Staff | 4/22 | 4/22 | 4/22 | 4/22 | 4/22 | 4/22 |

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| **RENEWABLE PROFESSIONAL ACADEMIC STAFF RENEWAL/NON-RENEWAL DATES FOR 2023-2024** | |
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| ***FIRST-YEAR PROFESSIONAL ACADEMIC STAFF – SPRING CYCLE (March)*** | |
| ACTION TAKEN | Due Date |
| COB, CON, COEHS, COLS, ADM, OCE |
| Supervisor recommendations to Dean/ Director/AVC/VC | 1/12 |
| Dean/Director/AVC/VC recommendations to AVC/VC/Provost and Vice Chancellor | 2/2 |
| AVC/VC/Provost and Vice Chancellor  recommendations to Chancellor and Human Resources Office | 2/23 |
| Chancellor Notifies Academic Staff | 3/9 |
|  | |
| ***SECOND-YEAR PROFESSIONAL ACADEMIC STAFF – FALL CYCLE (December)*** | |
| ACTION TAKEN | Due Date |
| COB, CON, COEHS, COLS, ADM, OCE |
| Supervisor recommendations to Dean/ Director/AVC/VC | 10/16 |
| Dean/Director/AVC/VC recommendations to AVC/VC/Provost and Vice Chancellor | 10/30 |
| AVC/VC/Provost and Vice Chancellor recommendations to Chancellor and Human Resources Office | 11/20 |
| Chancellor Notifies Academic Staff | 12/4 |
|  | |
| ***SECOND-YEAR OR MORE PROFESSIONAL ACADEMIC STAFF – SPRING CYCLE (May)*** | |
| ACTION TAKEN | Due Date |
| COB, CON, COEHS, COLS, ADM, OCE |
| Supervisor recommendations to Dean/ Director/AVC/VC | 2/12 |
| Dean/Director/AVC/VC recommendations to AVC/VC/Provost and Vice Chancellor | 3/8 |
| AVC/VC/Provost and Vice Chancellor recommendations to Chancellor and Human Resources Office | 4/15 |
| Chancellor Notifies Academic Staff | 5/1 |

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| **FACULTY PROFESSORIAL PRODUCTIVITY INCREASE DATES FOR 2023-2024** | |
| ACTION TAKEN | DUE DATE  ALL COLLEGES/UNITS |
| Faculty submit information, via department chair, to the College  Promotions Committee (initial level of review) | 10/30/23 |
| College Committee recommendations to Deans | 12/4/23 |
| Deans' recommendations to Provost and Vice Chancellor | 1/8/24 |
| Provost and Vice Chancellor recommendations to Chancellor | 2/5/24 |
| Chancellor notifies Faculty | 2/19/24 |
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| **FACULTY PROMOTION (PROMOTION ONLY) DATES FOR 2023-2024** | |
| ACTION TAKEN | DUE DATE  ALL COLLEGES/UNITS |
| Faculty send information to Initial Level of Review | 10/2/23 |
| Initial Level of Review recommendations to College Committees | 10/30/23 |
| College Committee recommendations to Deans | 12/4/23 |
| Deans' recommendations to Provost and Vice Chancellor | 1/8/24 |
| Provost and Vice Chancellor recommendations to Chancellor | 2/5/24 |
| Chancellor notifies Faculty | 2/26/24 |
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| **Annual Performance Evaluations for Limited,**  **University Staff, Professional Academic Staff (PAS)** | |
| ACTION TAKEN | DUE DATE  ALL COLLEGES/UNITS |
| Goals for 2024 must be finalized by supervisor/department chair or equivalent | 11/1/23 |
| Self-evaluation must be completed by employee for 2023 cycle | 1/1/24 |
| Supervisor/department chair or equivalent must complete evaluation of employee and meet with employee to review for 2023 cycle | 3/1/24 |
| Goals must be entered for 2024 | 3/1/24 |
| Supervisor/department chair or equivalent unit meets with employee to review progress at midway point of year | 6/1/24 |
| Goals to be finalized for 2024 cycle | 11/1/24 |

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| **FACULTY POST-TENURE REVIEW (PTR) FOR 2023-2024** | | | | |
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| ACTION TAKEN | DUE DATE | | | |
| COB | CON | COEHS | COLS |
| Notice to college from Provost Office listing  those faculty up for PTR | 9/1 | End of  October | 9/1 | End of  October |
| Notification from department to faculty member | 9/15 | 2nd week of November | 10/1 | 2nd week of November |
| Faculty submit PTR materials to the initial level of  review | 11/1 | 1st week of  February | 12/1 | 1st week of  February |
| Departmental review is forwarded to the Personnel/Promotion Committees | 12/1 | 2/14 | 1/1 | 2/15 |
| Personnel/Promotion Committees review is forwarded to the Dean | 1/15 | 3/14 | 2/1 | 3/15 |
| Dean forwards review to the Provost | 2/15 | 4/1 | 2/15 | 3/31 |
| Provost provides notification to faculty member,  department chair and Dean | 3/15 | 1st week of  April | 3/1 | Final week  of April |
| Faculty who receive a final review of “does not meet expectations” will meet with Dean (in COLS,  the Department Chair) to begin developing a remediation/professional improvement plan (PIP) | Applicable but no deadline | Applicable but no deadline | 3/15 | Applicable but no deadline |
| Dean will approve the remediation/PIP plan,  which takes effect at the beginning of the Fall semester | Applicable  but no deadline | Applicable  but no deadline | 5/15 | Applicable  but no deadline |
| Department remediation/PIP plan due to the Dean | 3/31 | N/A | 6/1 | 8/1 |

**ALL INFORMATION IN CALENDAR SUBJECT TO CHANGE**

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| **SEPTEMBER 2023** | | | | | |
| **ALL INFORMATION IN CALENDAR SUBJECT TO CHANGE** | | | | | |
| **DATE** | **DUE FROM** | **ITEM** | | | **DUE TO** |
| Mon, Aug 28 | Begin academic year/fall semester payroll contract period | | | | |
| Thur, Aug 31 | ***UW Oshkosh Convocation, Reeve Memorial Union – Log in links will be provided prior to event***   * 3:00-4:00 p.m. Report on UWO’s status, priorities, projects and look ahead at the academic year   4:00 p.m. Faculty and Staff Appreciation Reception | | | | |
| Fri, Sept 1 | Office of the Provost and Vice Chancellor | List of faculty members up for Post-Tenure Review | | | Concerned faculty members (COB & COEHS) |
| ***Wed, Aug 30 – Sun, Sept 3*** | [***https://uwosh.edu/housing/students/move-in/***](https://uwosh.edu/housing/students/move-in/)  ***Residence Life move in schedule is as follows:*** | | | | |
|  | ***Wednesday, Aug 30***  *(11 am-7 pm)* | ***Thursday, Aug 31***  *(10 am-5 pm)* | ***Friday, Sept 1***  *(10 am-5 pm)* | ***Saturday, Sept 2***  *(9 am-1 pm)* | ***Sunday, Sept 3***  *Regular Desk Operations* |
| ***Mon, Sept 4*** | ***Legal holiday – Labor Day*** | | | | |
| ***Tue, Sept 5*** | ***Opening Day Honors, Culver Family Welcome Center***   * 8-8:30 a.m. Continental Breakfast * 8:30-10:00 a.m. Opening Day Honors * 11 a.m.-2:00 p.m. Titan Fest and UW Oshkosh Student Opportunity Fair (Questions? Contact Career and Professional Development at career@uwosh.edu) | | | | |
| Tue, Sept 5 | Departments or equivalent units (COB, COEHS, COLS, CON) | Notification for Renewal/Non-Renewal for **2nd year faculty** to 2023-2024 (Fall Cycle – December) | | | Concerned faculty members (COB, COEHS, COLS, CON) |
| ***Wed, Sept 6*** | ***Classes begin 1st 7-week; 14-week terms*** | | | | |
| Thur, Sept 7 | Graduate Council Meeting; 1:30-2:50 p.m.; Virtual | | | | |
| Fri, Sept 8 | Individual faculty members | Proposals for 2024-2025 sabbaticals due | | | Dean’s Office (COB, COEHS, COLS, CON) |
| Tue, Sept 12 | Faculty Senate Executive Committee Meeting; 3:10-5:10 p.m.; Virtual | | | | |
| Wed, Sept 13 | Deans (COB, COEHS, COLS, CON) | Proposals for 2023-2024 sabbaticals due *(awards announced after Board of Regents meeting in December)* | | | Faculty Development |
| Wed, Sept 13 | University Staff Senate Executive Committee Meeting; 1:00-2:30 p.m.; Virtual | | | | |
| Thur, Sept 14 | Academic Policies Committee (APC) Meeting; 3:10-5:00 p.m.; In-Person (location TBD) | | | | |
| Thur, Sept 14 | University Studies Program Committee Meeting; 1:30-2:30 p.m.; Virtual | | | | |
| Thur, Sept 14 | Senate Academic Staff Executive Meeting; 3:00-5:00 p.m.; Virtual | | | | |

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| Fri, Sept 15 | Department or equivalent units | January interim 2023 course material orders | Bookstore |
| Fri, Sept 15 | Departments or equivalent units (COB, COEHS, COLS, CON) | Notification for Renewal/Non-Renewal for **2nd year instructional academic staff** to 2023-2024 (Fall Cycle – December) | Concerned faculty members (COB, COEHS, COLS, CON) |
| Fri, Sept 15 | Departments or equivalent units (COB) | Post-Tenure Review notification | Concerned faculty members (COB) |
| Tue, Sept 19 | Full Faculty Senate Committee Meeting; 3:10-5:10 p.m.; Reeve 306 | | |
| Wed, Sept 20 | University Staff Senate Meeting; 1:00-2:30 p.m.; Virtual | | |
| Thur, Sept 21 | Senate Academic Staff Meeting; 3:00-5:00 p.m.; Virtual | | |
| Mon, Sept 25 | Faculty (COB, COLS, CON, COEHS) | Renewal/Non-renewal forms/evidence for **2nd year faculty** to 2023-2024 (Fall Cycle – December) | Initial level of review |
| Mon, Sept 25 | Academic Staff (COB, CON, COLS, COEHS, ADM, OCE) | Renewal/Non-renewal forms/evidence for **2nd year instructional** **academic staff** for 2023-2024 (Fall Cycle – December) | Initial level of review |
| Tue, Sept 26 | Faculty Senate Executive Committee Meeting; 3:10-5:10 p.m.; Virtual | | |
| Thur, Sept 28 | University Studies Program Committee Meeting; 1:30-2:30 p.m.; Virtual | | |
| Thur, Sept 28 | Academic Policies Committee (APC) Meeting; 3:10-5:00 p.m.; In-Person (location TBD) | | |
| Thur, Sept 28 | Senate Academic Staff Executive Meeting; 3:00-5:00 p.m.; Virtual | | |

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| **OCTOBER 2023** | | | | | | |
| **DATE** | **DUE FROM** | | **ITEM** | | **DUE TO** | |
| Sun, Oct 1 | Departments or equivalent units (COEHS) | | Faculty Post-Tenure Review notification | | Concerned faculty members (COEHS) | |
| Mon, Oct 2 | Concerned faculty members (COB, COEHS, COLS, CON) | | Faculty submit promotion materials | | Initial level of review | |
| Tue, Oct 3 | Full Faculty Senate Committee Meeting; 3:10-5:10 p.m.; Reeve 306 | | | | | |
| ***Thur, Oct 5*** | ***Early alert grading starts at 12:00 noon*** | | | | | |
| Thur, Oct 5 | University Staff Senate Executive Committee Meeting; 1:00-2:30 p.m.; Virtual | | | | | |
| Thur, Oct 5 | Graduate Council Meeting; 1:30-2:50 p.m.; Virtual | | | | | |
| Thur, Oct 5 | Senate Academic Staff Meeting; 3:00-5:00 p.m.; Virtual | | | | | |
| Thur, Oct 5 | Academic Deans, Associate Vice Chancellors, Director of OCE | | Update of Graduate Faculty Listing | | Office of Graduate Studies | |
| Fri, Oct 6 | Academic Deans, Associate Vice Chancellors, Director of OCE | | Applications for fall 2023 graduation or completion of degree, GAP or certificate | | Office of Graduate Studies | |
| Fri, Oct 6 | Graduate students | | Applications for fall 2022 graduation or completion of degree, GAP or certificate | | Office of Graduate Studies | |
| Mon, Oct 9 | Initial level of review (COB, COEHS, COLS) | | Renewal/Non-renewal recommendations for **2nd year faculty** to 2023-2024 (Fall Cycle – December) | | College Committee or equivalent units (COB, COEHS, COLS) | |
| Mon, Oct 9 | Initial level of review | | Renewal/Non-Renewal recommendations for **2nd year Instructional** **Academic Staff** to 2023-2024 (Fall Cycle – December) | | College Committee | |
| Tue, Oct 10 | Faculty Senate Executive Committee Meeting; 3:10-5:10 p.m.; Virtual | | | | | |
| ***Wed, Oct 11*** | ***Early alert grading ends at 12:00 midnight.*** | | | | | |
| Thur, Oct 12 | University Studies Program Committee Meeting; 1:30-2:30 p.m.; Virtual | | | | | |
| Thur, Oct 12 | Academic Policies Committee (APC) Meeting; 3:10-5:00 p.m.; In-Person (location TBD) | | | | | |
| Thur, Oct 12 | Senate Academic Staff Executive Meeting; 3:00-5:00 p.m.; Virtual | | | | | |
| Fri, Oct 13 | Student/Faculty Collaborators | Undergraduate fall grants proposals due for Fall 2022 cycle | | Office of Student Research and COEHS, ADM, OCE) | | |
| Tue-Thur,  Oct 17-19 | Provost’s Summit on Teaching and Learning; 11:00 a.m.-1:30 p.m.; Virtual | | | | | |
| Tue, Oct 17 | Full Faculty Senate Committee Meeting; 3:10-5:10 p.m.; Fond du Lac Campus | | | | | |
| Tue, Oct 17 | Supervisors (COB, CON, COEHS, COLS, ADM, OCE) | | Renewal/Non-renewal recommendations for **2nd year Professional Academic Staff** to 2022-2023 (Fall Cycle – December) | |  | Deans or equivalent (COB, CON, COEHS, COLS, ADM, OCE) |
|  |
| Wed, Oct 18 | Individual faculty members | | Faculty Development Fund Research and Teaching Proposals due for pre-reading to  [facultydevelopment@uwosh.edu](mailto:facultydevelopment@uwosh.edu) | | Faculty Development via email  [facultydevelopment@uwosh.edu](mailto:facultydevelopment@uwosh.edu%20) | |

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| TBD | Office of Institutional Research | Quantitative data for specific academic programs under review (contact OIR if data is required earlier) | | Program Faculty |
| Wed, Oct 18 | University Staff Senate Meeting; 1:00-2:30 p.m.; Virtual | | | |
| Thur, Oct 19 | Senate Academic Staff Meeting; 3:00-5:00 p.m.; Virtual | | | |
| Mon, Oct 23 | College Committees (COB, CON, COEHS, COLS) | | Renewal/Non-renewal recommendations for **2nd year faculty** to 2023-2024 (Fall Cycle – December) | Deans (COB, CON, COEHS, COLS) |
| Mon, Oct 23 | College Committee (COB, CON, COLS, COEHS, ADM, OCE) | | Renewal/Non-Renewal recommendations for **2nd year Instructional** **Academic Staff** to 2023-2024 (Fall Cycle – December) | Deans or equivalent (COB, CON, COLS, COEHS, ADM, OCE) |
| ***Tue, Oct 24*** | ***Classes end 1st 7-week term*** | | | |
| Tue, Oct 24 | Faculty Senate Executive Committee Meeting; 3:10-5:10 p.m.; Virtual | | | |
| ***Wed, Oct 25*** | ***Classes begin 2nd 7-week term*** | | | |
| Thur, Oct 26 | University Studies Program Committee Meeting; 1:30-2:30 p.m.; Virtual | | | |
| Thur, Oct 26 | Academic Policies Committee (APC) Meeting; 3:10-5:00 p.m.; In-Person (location TBD)D | | | |
| Thur, Oct 26 | Senate Academic Staff Executive Meeting; 3:00-5:00 p.m.; Virtual | | | |
| Fri, Oct 27 | Graduate students | | Dissertation/thesis/manuscript research project proposals for spring 2023 | Office of Graduate Studies |
| Fri, Oct 27 | Departments or equivalent units | | Spring 2024 course material orders (7- and 14-week sessions) | Bookstore |
| Sat, Oct 28 | Homecoming 2022 (https://uwosh.edu/homecoming/) | | | |
| Mon, Oct 30 | Initial level of review | | Faculty Promotion materials and recommendation | College Promotions Committee |
| Mon, Oct 30 | Faculty and Instructional Academic Staff | | Student grades (first 7-week term) | Registrar's Office |
| Mon, Oct 30 | Concerned faculty | | Submit materials for Professorial Productivity Increase review | Via department chairs to College Promotions Committee (initial level of review) |
| Mon, Oct 30 | Dean/Director/AVC/VC (CON, COLS, COEHS, ADM, OCE) | | Renewal/Non-renewal recommendations for **2nd year professional academic staff** to 2022-2023 (Fall Cycle – December) | AVC/VC/Provost and Vice Chancellor |
| Tues, Oct 31 | Full Faculty Senate Committee Meeting; 3:10-5:10 p.m.; Reeve 306 | | | |
| End of Oct | Office of Provost and Vice Chancellor (COLS and CON) | | List of faculty members up for Post-Tenure Review | Concerned faculty members (COLS and CON) |

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| **NOVEMBER 2023** | | | | | |
| **DATE** | **DUE FROM** | | **ITEM** | | **DUE TO** |
| Wed, Nov 1 | Supervisor, department chair or equivalent unit of limited term staff, university staff, and professional academic staff (PAS) | | Finalization of employee goals for 2023 | | All limited term staff, university staff, and professional academic staff (PAS) and Human Resources |
| Wed, Nov 1 | Concerned faculty members (COB) | | Submit materials for Post-Tenure Review | | Department/Initial level of review (COB) |
| Wed, Nov 1 | University Staff Senate Executive Committee Meeting; 1:00-2:30 p.m.; Virtual | | | | |
| Thur, Nov 2 | Graduate Council Meeting; 1:30-2:50 p.m.; Virtual | | | | |
| Thur, Nov 2 | Senate Academic Staff Meeting; 3:00-5:00 p.m.; Virtual | | | | |
| 2nd week of Nov | Departments or equivalent units (CON and COLS) | | Faculty Post-Tenure Review notification | | Concerned faculty (CON and COLS) |
| Mon, Nov 6 | Deans (COB, COEHS, COLS, CON) | | Renewal/Non-renewal recommendations for **2nd year faculty member** to 2023- 2024 (Fall Cycle – December) | | Provost and Vice Chancellor |
| Mon, Nov 6 | AVC/Dean/Director **or** VC/Director recommendations (COB, CON, COEHS, COLS, ADM, OCE) | | Renewal/Non-renewal recommendations for **2nd year instructional academic staff** to 2023-2024(Fall Cycle – December) | | Provost and Vice Chancellor **or** Chancellor (COB, CON, COEHS, COLS, ADM, OCE) |
| Tue, Nov 7 | Faculty Senate Executive Committee Meeting; 3:10-5:10 p.m.; Virtual | | | | |
| Thur, Nov 9 | University Studies Program Committee Meeting; 1:30-2:30 p.m.; Virtual | | | | |
| Thur, Nov 9 | Academic Policies Committee (APC) Meeting; 3:10-5:00 p.m.; In-Person (location TBD) | | | | |
| Thur, Nov 9 | Senate Academic Staff Executive Meeting; 3:00-5:00 p.m.; Virtual | | | | |
| Tue, Nov 14 | Full Faculty Senate Committee Meeting; 3:10-5:10 p.m.; Reeve 306 | | | | |
| Wed, Nov 15 | Registrar’s Office | Proof of 2024-2026 Graduate Bulletin | | Academic Departments | |
| Thur, Nov 16 | Senate Academic Staff Meeting; 3:00-5:00 p.m.; Virtual | | | | |
| Fri, Nov 17 | Students, Staff, Faculty (no self-nominations) | | Call for Nominations for John McNaughton Rosebush Professorships | | John McNaughton Rosebush Committee via Office of the Provost and Vice Chancellor |
| Fri, Nov 17 | Departments or equivalent units | | Program Assessment Reports | | Faculty Senate Committee on Assessment of Student Learning (FSCASL) /Provost and Vice Chancellor |

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| Mon, Nov 20 | Instructional Academic Staff (COB, COEHS, COLS, CON, ADM, OCE) | Renewal/Non-renewal submissions for **1st year instructional academic staff** to 2023 -2024 (Spring Cycle – March) | Initial level of review (COB, COEHS, COLS, CON, ADM, OCE) |
| Mon, Nov 20 | Provost and Vice Chancellor (COB, CON, COEHS, COLS, ADM, OCE) | Renewal/Non-renewal recommendations for **2nd year professional academic staff** to 2023-2024 (Fall Cycle – December) | Chancellor/Human Resources Office |
| ***Tue, Nov 21*** | ***Residence halls begin limited services at 8:00 p.m.*** | | |
| ***Tue, Nov 21*** | ***Thanksgiving recess begins after evening classes on Tuesday, November 21*** | | |
| ***Sun, Nov 26*** | ***Residence halls return to normal services.*** | | |
| ***Mon, Nov 27*** | ***Classes resume*** | | |
| Tue, Nov 28 | Provost and Vice Chancellor (COB, CON, COEHS, COLS) | Renewal/Non-renewal recommendations for **2nd year faculty members** to 2023-2024 (Fall Cycle – December) | Chancellor |
| Tue, Nov 28 | Provost and Vice Chancellor (COB, CON, COEHS, COLS, ADM, OCE) | Renewal/Non-renewal recommendations for **2nd year instructional academic staff** to 2023-2024 (Fall Cycle – December) | Chancellor/Human Resources Office |
| Tue, Nov 28 | Faculty Senate Executive Committee Meeting; 3:10-5:10 p.m.; Virtual | | |
| Wed, Nov 29 | University Staff Senate Executive Committee Meeting; 1:00-2:30 p.m.; Virtual | | |
| Thur, Nov 30 | Senate Academic Staff Meeting; 3:00-5:00 p.m.; Virtual | | |
| Thur, Nov 30 | Academic Policies Committee (APC) Meeting; 3:10-5:00 p.m.; In-Person (location TBD) | | |

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| **DECEMBER 2023** | | | | | |
| **DATE** | **DUE FROM** | | **ITEM** | | **DUE TO** |
| Fri, Dec 1 | Faculty, Academic Staff, University Staff, Students | | Barbara G. Sniffen Faculty Governance Service Award call for nominations | | Faculty Senate Office |
| Fri, Dec 1 | Department or equivalent unit (COB) | | Post-Tenure Review materials forwarded | | Personnel/Promotion Committee (COB) |
| Fri, Dec 1 | Individual faculty members | | Faculty Development Fund Research and Teaching proposals | | Dean’s Office |
| Fri, Dec 1 | Concerned faculty (COEHS) | | Submit materials for Post-Tenure Review | | Initial level of review (COEHS) |
| Mon, Dec 4 | Chancellor (COB, CON, COEHS, COLS, ADM, OCE) | | Renewal/Non-renewal notifications for **2nd year professional academic staff** to 2022-2023 (Fall Cycle – December) | | Concerned professional academic staff/Supervisor/Human Resources (COB, CON, COEHS, COLS, ADM, OCE) |
| Mon, Dec 4 | College Committees | | Faculty Promotion materials and recommendation forwarded | | Deans |
| Mon, Dec 4 | College Committee or equivalent unit | | Professorial Productivity Increase materials and recommendation forwarded | | Deans |
| Mon, Dec 4 –Thur, Dec 7 | Fall 2023 Honors Thesis Symposia; Details TBD | | | | |
| Tue, Dec 5 | Full Faculty Senate Committee Meeting; 3:10-5:10 p.m.; Reeve 306 | | | | |
| Wed, Dec 6 | Dean’s Office | Faculty Development Research and Teaching Proposals due to [facultydevelopment@uwosh.edu](mailto:facultydevelopment@uwosh.edu) | | Faculty Development via email  [facultydevelopment@uwosh.edu](mailto:facultydevelopment@uwosh.edu) | |
| Thur, Dec 7 | Graduate Council Meeting; 1:30-2:50 p.m.; Virtual | | | | |
| Thur, Dec 7 | Senate Academic Staff Meeting; 3:00-5:00 p.m.; Virtual | | | | |
| Mon, Dec 11 | Chancellor (COB, COEHS, COLS, CON) | | Renewal/Non-renewal decision notification for **2nd year faculty members** to 2023- 2024 (Fall Cycle – December) | | Concerned faculty (COB, COEHS, COLS, CON) |
| Mon, Dec 11 | Chancellor (COB, CON, COEHS, COLS, ADM, OCE) | | Renewal/Non-renewal decision notifications for **2nd year instructional academic staff** to 2023-2024 (Fall Cycle – December) | | Concerned academic staff (COB, CON, COEHS, COLS, ADM, OCE) |
| Wed, Dec 13 | University Staff Senate Meeting; 1:00-2:30 p.m.; Virtual | | | | |
| Fri, Dec 15 | Graduate students | | Dissertation/thesis/research manuscript final signed copies due for fall 2022 Graduation | | Office of Graduate Studies |
| ***Fri, Dec 15*** | ***Residence halls begin limited services at 8:00 p.m.; residence halls close at 8:00 p.m. for departing students – except for those involved in Commencement on Saturday, December 16.*** | | | | |
| ***Fri, Dec 15*** | ***Classes end 2nd 7-week; 14-week term – Official Fall Term Graduation Date*** | | | | |
| Fri, Dec 15 | Fall 2023 Honors College Graduation; 5:30 p.m.; Culver Family Welcome Center | | | | |

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| ***Sat, Dec 16*** | ***Commencement Ceremony – All Undergraduate and Graduate Degrees – Location and details to be determined closer to event*** | | |
| Mon, Dec 18 | Departments or equivalent units (COB, COLS, CON, COEHS) | Renewal/Non-renewal/Tenure notification for **faculty completing 2nd year or more** to 2023-2024 (Spring Cycle – May) | Concerned faculty members (COB, COLS, COEHS, CON) |
| Mon, Dec 18 | Initial level of review (COB, COEHS, COLS) | Renewal/Non-renewal recommendations for **1st year instructional academic staff** to 2022-2023 (Spring Cycle – March) | College Committee/Equivalent unit (COB, COEHS, COLS) |
| Wed, Dec 20 | Faculty and Instructional Academic Staff | Student grades (14-week and 2nd 7-week terms) | Registrar's Office |
| Fri, Dec 29 | Nominating individual or unit (no self-nominations) | Recommendation and materials for John McNaughton Rosebush Professorship –  **STAGE 1** | John McNaughton Professorship Committee (via the Office of the Provost and Vice Chancellor) |

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| **JANUARY 2024** | | | |
| **ALL INFORMATION IN CALENDAR SUBJECT TO CHANGE** | | | |
| **DATE** | **DUE FROM** | **ITEM** | **DUE TO** |
| Mon, Jan 1 | All limited term staff, university staff, and professional academic staff (PAS) | Self-evaluation for 2024 cycle for all limited term staff, university staff, professional academic staff (PAS) | Supervisor, department chair or equivalent and Human Resources |
| Mon, Jan 1 | Department or equivalent unit (COEHS) | Post-Tenure Review materials forwarded | Personnel/Promotion Committee (COEHS) |
| Wed, Jan 3 | University Staff Senate Executive Committee Meeting; 1:00-2:30 p.m.; Virtual | | |
| Mon, Jan 8 | Concerned faculty members (COB, COEHS, COLS, CON) | Renewal/Non-renewal/Tenure materials due for **faculty completing 2nd year or more** to 2023-2024 (Spring Cycle – May) | Initial level of review (COB, COEHS, COLS, CON) |
| Mon, Jan 8 | Concerned Academic Staff (COB, COEHS, COLS, CON, ADM, OCE) | Renewal/Non-renewal materials due for **2nd year or more instructional academic staff** to 2023-2024 (Spring Cycle – May) | Initial level of review (COB, COEHS, COLS, CON, ADM, OCE) |
| Mon, Jan 8 | Deans | Professorial Productivity Increase materials and recommendation forwarded | Provost and Vice Chancellor |
| Mon, Jan 8 | Deans | Faculty promotion materials and recommendation forwarded | Provost and Vice Chancellor |
| ***Mon, Jan 8*** | ***Residence halls begin limited services; resident hall J-Term for new winter J-Term residents.*** | | |
| ***Mon, Jan 8*** | ***Classes begin J-Term – Interim classes will meet on January 8, 9, 10, 11, 12, 16, 17, 18, 19, 22, 23, 24, 25, 26.*** | | |
| Tue, Jan 9 | Faculty Senate Executive Committee Meeting; 3:10-5:10 p.m.; Virtual | | |
| Wed, Jan 10 | End of fall semester payroll contract period | | |
| Thur, Jan 11 | Begin spring semester payroll contract period | | |
| Thur, Jan 11 | University Studies Program Committee Meeting; 1:30-2:30 p.m.; Virtual | | |
| Thur, Jan 11 | Academic Policies Committee (APC) Meeting; 3:10-5:00 p.m.; In-Person (location TBD) | | |
| Thur, Jan 11 | Senate Academic Staff Executive Meeting; 3:00-5:00 p.m.; Virtual | | |
| TBD | Students | Research in the Rotunda – Student Presenter Nominations | Office of Student Research and Creative Activity (OSRCA) |
| Fri, Jan 12 | College Committee or equivalent unit (COB, CON, COEHS, COLS, ADM, OCE) | Renewal/Non-renewal recommendations for **1st year instructional academic staff** to 2022-2023 (Spring Cycle – March) | Dean/Director/VC/AVC (COB, CON, COEHS, COLS, ADM, OCE) |
| Mon, Jan 15 | Personnel/Promotion Committee (COB) | Post-Tenure Review materials and recommendation forwarded | Dean (COB) |
| ***Mon, Jan 15*** | ***Legal holiday (Martin Luther King, Jr. Day) – No classes*** | | |
| Tue, Jan 16 | Full Faculty Senate Committee Meeting; 3:10-5:10 p.m.; Reeve 306 (meeting will take place as needed) | | |
| Thur, Jan 18 | University Staff Senate Meeting; 1:00-2:30 p.m.; Virtual | | |

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| Thur, Jan 18 | Senate Academic Staff Meeting; 3:00-5:00 p.m.; Virtual (meeting will take place as needed) | | |
| Mon, Jan 22 | Initial Level of Review (COB, COEHS, COLS) | Renewal/Non-renewal recommendations for **instructional academic staff completing 2nd year or more** to 2023-2024 (Spring Cycle – May) | College Committee or equivalent unit (COB, COEHS, COLS) |
| Mon, Jan 22 | Initial Level of Review (COB, COEHS, COLS) | Renewal/Non-renewal/Tenure forms/evidence and recommendations for **faculty completing 2nd year or more to** 2023-2024 (Spring Cycle – May) | Personnel/Promotion Committee (COB, COEHS, COLS) |
| Wed, Jan 24 | Faculty and IAS College Committees | Student grades (3-week J-term) | Registrar’s Office |
| ***Fri, Jan 26*** | ***Classes end 3-week J-Term – End of semester – Official J-Term Graduation Date*** | | |

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| **FEBRUARY 2024** | | | | | |
| **DATE** | **DUE FROM** | | **ITEM** | **DUE TO** | |
| Thur, Feb 1 | Individuals nominated for Barbara G. Sniffen Faculty Governance Service Award | | Materials for consideration - Barbara G. Sniffen Faculty Governance Service Award | Faculty Senate Office | |
| Thur, Feb 1 | Faculty, Academic Staff, University Staff, and Students | | Call for Nominations - Outstanding Service Award (Academic Staff) | Outstanding Service Award Committee | |
| Thurs, Feb 1 | Personnel/Promotion Committee (COEHS) | | Post-Tenure Review materials and recommendation forwarded | Dean (COEHS) | |
| Thur, Feb 1 | Graduate Council Meeting; 1:30-2:50 p.m.; Virtual | | | | |
| 1st week of  February | Concerned faculty (CON and COLS) | | Submit materials for Post-Tenure Review | Initial level of review (CON and COLS) | |
| Fri, Feb 2 | John McNaughton Rosebush Professorship Committee | | Candidate notification | Candidates moving forward to Stage 2 for John McNaughton Rosebush Professorship | |
| ***Sun, Feb 4*** | ***Residence halls return to normal services; residence hall spring move-In for new spring semester residents*** | | | | |
| ***Mon, Feb 5*** | ***Classes begin 1st 7-week; 14-week terms*** | | | | |
| Mon, Feb 5 | Dean/Director/AVC/VC (COB, COEHS, COLS, CON, ADM, OCE) | Renewal/Non-renewal recommendations of **1st year professional academic staff** 2023-2024 (Spring Cycle – March) | | | AVC/VC/Provost and Vice Chancellor (COB, COEHS, COLS, CON, ADM, OCE) |
| Mon, Feb 5 | Provost and Vice Chancellor | Professorial Productivity Increase recommendations | | | Chancellor/Human Resources Office |
| Mon, Feb 5 | Provost and Vice Chancellor | Faculty Promotion decisions | | | Chancellor/Human Resources Office |
| Tue, Feb 6 | Faculty Senate Executive Committee Meeting; 3:10-5:10 p.m.; Virtual | | | | |
| Wed, Feb 7 | University Staff Senate Executive Committee Meeting; 1:00-2:30 p.m.; Virtual | | | | |
| Thur, Feb 8 | University Studies Program Committee Meeting; 1:30-2:30 p.m.; Virtual | | | | |
| Thur, Feb 8 | Academic Policies Committee (APC) Meeting; 3:10-5:00 p.m.; In-Person (location TBD) | | | | |
| Thur, Feb 8 | Senate Academic Staff Executive Meeting; 3:00-5:00 p.m.; Virtual | | | | |
| Fri, Feb 9 | Departments or equivalent units | | May interim 2024 course material orders | Bookstore | |
| Mon, Feb 12 | Supervisors (COB, CON, COEHS, COLS, ADM, OCE) | | Renewal/Non-renewal recommendations for **2nd year professional academic staff** to 2022-2023 (Spring Cycle – May) | Dean/ Director/AVC/VC | |
| Tue, Feb 13 | Full Faculty Senate Committee Meeting; 3:10-5:10 p.m.; Reeve 306 | | | | |
| Wed, Feb 14 | Department or equivalent unit (CON) | | Post-Tenure Review materials and recommendation forwarded | Personnel/Promotion Committee/ Initial level of review (CON) | |
| Thur, Feb 15 | Dean (COB & COEHS) | | Post-Tenure Review materials and recommendation forwarded | Provost and Vice Chancellor (COB & COEHS) | |

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| Thur, Feb 15 | Department or equivalent unit (COLS) | | Post-Tenure Review materials and recommendation forwarded | | Personnel/Promotion Committee/ Initial level of review (COLS) |
| Thur, Feb 15 | Senate Academic Staff Meeting; 3:00-5:00 p.m.; Virtual | | | | |
| Fri, Feb 16 | College Committee (COB, CON, COEHS, COLS, ADM, OCE) | | Renewal/Non-renewal recommendations for **Instructional Academic Staff** **completing 2nd year or more** to 2023-2024 (Spring Cycle – May) | | Deans/Directors/VC/AVC (COB, CON, COEHS, COLS, ADM, OCE) |
| Fri, Feb 16 | College Committee (COB, CON, COEHS, COLS) | | Renewal/Non-renewal/Tenure recommendations for **faculty completing 2nd year or more** to 2023-2024 (Spring Cycle – May) | | Dean (COB, CON, COEHS, COLS) |
| Fri, Feb 16 | Candidates | | Materials for consideration for Edward Penson Distinguished Teaching Award | | Deans |
| Mon, Feb 19 | Provost and Vice Chancellor (COB, COLS, CON, COEHS, ADM, OCE) | | Renewal/Non-renewal recommendations for **1st year instructional academic staff** to 2023-2024 (Spring Cycle – March) | | Chancellor and Human Resources Office (COB, COLS, CON, COEHS, ADM, OCE) |
| Tue, Feb 20 | Faculty Senate Executive Committee Meeting; 3:10-4:30 p.m.; Virtual | | | | |
| Tue, Feb 20 | Faculty Senate Executive Committee Meeting; 3:10-5:10 p.m.; Virtual | | | | |
| Wed, Feb 21 | University Staff Senate Meeting; 1:00-2:30 p.m.; Virtual | | | | |
| Thur, Feb 22 | University Studies Program Committee Meeting; 1:30-2:30 p.m.; Virtual | | | | |
| Thur, Feb 22 | Academic Policies Committee (APC) Meeting; 3:10-5:00 p.m.; In-Person (location TBD) | | | | |
| Thur, Feb 22 | Senate Academic Staff Executive Meeting; 3:00-5:00 p.m.; Virtual | | | | |
| Fri, Feb 23 | Student/Faculty Collaborators | Student/Faculty Collaborative Research proposals due | | Office of Student Research and Creative Activity (OSRCA) | |
| Mon, Feb 26 | Chancellor | | Faculty Promotion decision notifications | | Concerned faculty member/ department chair/Dean |
| Mon, Feb 26 | Chancellor | | Professorial Productivity Increase decision notifications | | Concerned faculty member/ department chair/dean |
| Tue, Feb 27 | Academic departments | | Proof of 2024-2026 Graduate Bulletin | | Registrar’s Office |
| Tue, Feb 27 | Full Faculty Senate Committee Meeting; 3:10-5:10 p.m.; Reeve 306 | | | | |
| Thur, Feb 29 | Senate Academic Staff Meeting; 3:00-5:00 p.m.; Virtual | | | | |

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| **MARCH 2024** | | | | | | | | |
| **DATE** | **DUE FROM** | | **ITEM** | | **DUE TO** | | | |
| Between Mar 1 and Mar 15 | UW System | | First Notification – UWS Report on Outside Activities and Interests (due April 30) | | Continuing faculty, academic staff and limited appointees | | | |
| Fri, Mar 1 | Faculty/Academic Staff/Students | | Outstanding Service Award Nominations (Academic Staff) | | Outstanding Service Award Committee | | | |
| Fri, Mar 1 | Supervisor, department chair or equivalent unit of all limited term staff, university staff, professional academic staff (PAS) | | Complete evaluation of and meeting with employee to review for 2023 cycle | | All limited term staff, university staff, and professional academic staff (PAS) | | | |
| Fri, Mar 1 | All limited term staff, university staff, and professional academic staff (PAS) | | Enter goals for 2023 | | Supervisor, department chair or equivalent unit of all limited term staff, university staff, professional academic staff (PAS) and Human Resources | | | |
| Fri, Mar 1 | Provost and Vice Chancellor (COEHS) | | Post-Tenure Review decision notifications | | Concerned faculty member/ department chair/dean (COEHS) | | | |
| Fri, Mar 1 | Dean (COLS) | | Post-Tenure Review materials and recommendation forwarded | | Provost and Vice Chancellor (COLS) | | | |
| Mon, Mar 4 | Chancellor (COB, COEHS, COLS, CON, ADM, OCE) | | Renewal/Non-renewal notifications for **1st year instructional academic staff** to 2023-2024 (Spring Cycle – March) | | Concerned instructional academic staff/Supervisor/Human Resources (COB, COEHS, COLS, CON, ADM, OCE) | | | |
| Fri, Mar 4 | Graduate students | | Applications for spring and summer 2022 graduation, completion of degree, GAP or certificate | | Office of Graduate Studies | | | |
| Tue, Mar 5 | Faculty Senate Executive Committee Meeting; 3:10-5:10 p.m.; Virtual | | | | | | | |
| ***Tue, Mar 5*** | ***Early alert grading start at 12:00 noon*** | | | | | | | |
| Wed, Mar 6 | University Staff Senate Executive Committee Meeting; 1:00-2:30 p.m.; Virtual | | | | | | | |
| Thur, Mar 7 | Senate Academic Staff Executive Meeting; 3:00-5:00 p.m.; Virtual | | | | | | | |
| Thur, Mar 7 | Academic Policies Committee (APC) Meeting; 3:10-5:00 p.m.; In-Person (location TBD) | | | | | | | |
| Thur, Mar 7 | University Studies Program Committee Meeting; 1:30-2:30 p.m.; Virtual | | | | | | | |
| Thur, Mar 7 | Graduate Council Meeting; 1:30-2:50 p.m.; Virtual | | | | | | | |
| Fri, Mar 8 | Director/Dean/AVC (COB, CON, COEHS, COLS, ADM, OCE) | Renewal/Non-renewal recommendations for **professional academic staff completing 2nd year or more** to 2022-2023 (Spring Cycle – May) | | | | | AVC/VC/Provost and Vice Chancellor (COB, CON, COEHS, COLS, ADM, OCE) | |
| Fri, Mar 8 | Advancing nominees | Additional materials from advancing candidates for John McNaughton Rosebush Professorship – **STAGE 2** | | | | | John McNaughton Rosebush Professorship Committee | |
| Fri, Mar 8 | Provost and Vice Chancellor | Academic program changes | | | | | Academic Policies Committee (APC) | |
| ***Mon, Mar 11*** | ***Early alert grading ends at 12:00 midnight*** | | | | | | | |
| Tues, Mar 12 | Full Faculty Senate Committee Meeting; 3:10-5:10 p.m.; Reeve 306 | | | | | | | |
| Thur, Mar 14 | Senate Academic Staff Meeting; 3:00-5:00 p.m.; Virtual | | | | | | | |
| Thurs, Mar 14 | Personnel/Promotion Committee (CON) | | | Post-Tenure Review materials and recommendation forwarded | | Dean (CON) | | |
| Fri, Mar 15 | Dean (COB, CON, COEHS, COLS) | | | Renewal/Non-renewal/Tenure recommendations for **faculty completing 2nd year or more** to 2023-2024 (Spring Cycle – May) | | Provost and Vice Chancellor (COB, CON, COEHS, COLS) | | |
| Fri, Mar 15 | Director/Dean/AVC (COB, CON, COEHS, COLS, ADM, OCE) | | | Renewal/Non-renewal recommendations for **instructional academic staff completing 2nd year or more** to 2023-2024 (Spring Cycle – May) | | AVC/VC/Provost and Vice Chancellor (COB, CON, COEHS, COLS, ADM, OCE) | | |
| Fri, Mar 15 | Provost and Vice Chancellor (COB) | | | Post-Tenure Review decision notifications | | Concerned faculty member/ department chair/dean (COB) | | |
| Fri, Mar 15 | Dean (COEHS) | | | Begin to develop Post-Tenure Remediation/Professional Improvement Plan (PIP) | | Faculty member who receives a “does not meet expectations” (COEHS) | | |
| Fri, Mar 15 | Departments or equivalent units | | | Summer 2024 course material orders | | Bookstore | | |
| TBD | Students/Faculty Mentors | | | Celebration of Scholarship and Creative Activity applications | | Office of Student Research and Creative Activity (OSRCA) | | |
| Tue, Mar 19 | Faculty Senate Executive Committee Meeting; 3:10-5:10 p.m.; Virtual | | | | | | | |
| Wed, Mar 20 | University Staff Senate Meeting; 1:00-2:30 p.m.; Virtual | | | | | | | |
| Thur, Mar 21 | Academic Policies Committee (APC) Meeting; 3:10-5:00 p.m.; In-Person (location TBD) | | | | | | | |
| Thur, Mar 21 | Senate Academic Staff Executive Meeting; 3:00-5:00 p.m.; Virtual | | | | | | | |
| Thur, Mar 21 | University Studies Program Committee Meeting; 1:30-2:30 p.m.; Virtual | | | | | | | |
| ***Fri, Mar 22*** | ***Residence halls begin limited services at 8:00 p.m.*** | | | | | | | |
| ***Fri, Mar 22*** | ***Classes end 1st 7-week term*** | | | | | | | |
| ***Sun, Mar 24*** | ***Spring Break begins through March 31*** | | | | | | | |
| Mon, Mar 25 | Graduate students | | | Dissertation/thesis/research manuscript proposals for summer 2022 graduation | | | | Office of Graduate Studies |
| Wed, Mar 27 | Faculty and Instructional Academic Staff | | | Student grades (first 7-week term) | | | | Registrar's Office |
| Fri, Mar 29 | Academic staff nominated for award | | | Materials for consideration for Outstanding Service Award (Academic Staff) | | | | Outstanding Service Award Committee |
| Fri, Mar 29 | Deans (on behalf of nominators within their college, with dean’s approval) | | | Nominations for Edward Penson Distinguished Teaching Award | | | | Edward Penson Distinguished Teaching Committee (via Office of Provost and Vice Chancellor) |
| ***Sun, Mar 31*** | ***Residence halls return to normal services.*** | | | | | | | |
| Sun, Mar 31 | Department or equivalent units (COB) | | | Faculty Post-Tenure Remediation/Professional Improvement Plan (PIP) due | | | | Dean (COB) |
| Sun, Mar 31 | Personnel/Promotion Committee (COLS) | | | Post-Tenure Review materials and recommendation forwarded | | | | Dean (COLS) |

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| **APRIL 2024** | | | | | | |
| **DATE** | **DUE FROM** | **ITEM** | | | **DUE TO** | |
| ***Mon, April 1*** | ***Classes begin 2nd 7-week term and resume for 14-week term*** | | | | | |
| Between Apr 1 and Apr 15 | UW System | Second Notification: UWS Report on Outside Activities and Interests (due April 30) | | | All continuing faculty, academic staff, and limited appointees who have not completed form | |
| Between Apr 1 and Apr 15 | Continuing faculty, academic staff, and limited appointees | UWS Report on Outside Activities and Interests (due April 30) | | | College dean or equivalent | |
| Mon, Apr 1 | Dean (CON) | Post-Tenure Review materials and recommendation forwarded | | | Provost and Vice Chancellor (CON) | |
| Mon, Apr 1 | Office of Provost and Vice Chancellor (CON, COB, COEHS, COLS, ADM, OCE) | Renewal/Non-renewal recommendations for **professional academic staff completing 2nd year or more** to 2023-2024 (Spring Cycle – May) | | | Chancellor/Human Resources Office (CON, COB, COEHS, COLS, ADM, OCE) | |
| 1st week of April | Provost and Vice Chancellor (CON) | Post-Tenure Review decision notification | | | Concerned faculty member/ department chair/dean (CON) | |
| Tues, Apr 2 | Full Faculty Senate Committee Meeting; 3:10-5:10 p.m.; Reeve 306 | | | | | |
| Wed, Apr 3 | University Staff Senate Executive Committee Meeting; 1:00-2:30 p.m.; Virtual | | | | | |
| Thur, Apr 4 | Senate Academic Staff Meeting; 3:00-5:00 p.m.; Virtual | | | | | |
| Thur, Apr 4 | Graduate Council Meeting; 1:30-2:50 p.m.; Virtual | | | | | |
| Fri, Apr 5 | Office of Provost and Vice Chancellor (CON, COB, COEHS, COLS) | | Renewal/Non-renewal recommendations for **faculty completing 2nd year or more** to 2022-2023 (Spring Cycle – May) | Chancellor (CON, COB, COEHS, COLS) | | |
| Fri, Apr 5 | Office of Provost and Vice Chancellor (CON, COB, COEHS, COLS, ADM, OCE) | | Renewal/Non-renewal recommendations for **instructional academic staff completing 2nd year or more** to 2022-2023 (Spring Cycle – May) | Chancellor/Human Resources Office (CON, COB, COEHS, COLS, ADM, OCE) | | |
| Fri, Apr 5 | Department or equivalent units | | Fall 2024 course material orders | Bookstore | | |
| Fri, Apr 5 | Student/Faculty Collaborators | | Undergraduate Small Grants Proposals due for Spring 2023 Cycle | Office of Student Research and Creative Activity (OSRCA) | | |
| Tue, Apr 9 | Faculty Senate Executive Committee Meeting; 3:10-5:10 p.m.; Virtual | | | | | |
| Thur, Apr 11 | Academic Policies Committee (APC) Meeting; 3:10-5:00 p.m.; In-Person (location TBD) | | | | | |
| Thur, Apr 11 | Senate Academic Staff Executive Meeting; 3:00-5:00 p.m.; Virtual | | | | | |
| Thur, Apr 11 | University Studies Program Committee Meeting; 1:30-2:30 p.m.; Virtual | | | | | |
| Fri, Apr 12 | Provost and Vice Chancellor | Identification of academic programs to be reviewed in 2022-2023 | | | Department chairs/team leaders of academic programs to be reviewed | |
| Mon, Apr 15 | UW System | Third notification: Report on Outside Activities and Interests (due April 30) | | | All continuing faculty, academic staff and limited appointees who have not complete | |
| Tue, Apr 16 | Full Faculty Senate Committee Meeting; 3:10-5:10 p.m.; Fox Cities Campus (specific location TBD) | | | | | |
| Wed, Apr 17 | University Staff Senate Meeting; 1:00-2:30 p.m.; Virtual | | | | | |
| Thur, Apr 18 | Senate Academic Staff Meeting; 3:00-4:30 p.m.; Virtual | | | | | |
| Fri, Apr 19 | Edward Penson Distinguished Teaching Award Committee (via Office of the Provost and Vice Chancellor) | Decision | | | Provost and Vice Chancellor | |
| Mon, Apr 22 | Chancellor (COB, COEHS, COLS, CON) | Renewal/Non-renewal/Tenure decision notification for **faculty completing 2nd** **year or more** to 2023-2024 (Spring Cycle – May) | | | Concerned Faculty, Staff (COB, CON, COEHS, and COLS) | |
| Mon, Apr 22 | Chancellor (COB, COEHS, COLS, CON) | Renewal/Non-renewal decision notification for **instructional academic staff completing 2nd** **year or more** to 2023-2024 (Spring Cycle – May) | | | Concerned Academic Staff (COB, CON, COEHS, COLS, ADM, and OCE) | |
| Tue, Apr 23 | Faculty Senate Executive Committee Meeting; 3:10-5:10 p.m.; Virtual | | | | | |
| Apr 24-25 | Celebration of Scholarship and Creative Activity; Virtual; Details to be determined closer to event | | | | | |
| Thur, Apr 25 | Senate Academic Staff Executive Meeting; 3:00-5:00 p.m.; Virtual | | | | | |
| Thur, Apr 25 | University Studies Program Committee Meeting; 1:30-2:30 p.m.; Virtual | | | | | |
| Thur, Apr 25 | Academic Policies Committee (APC) Meeting; 3:10-5:00 p.m.; In-Person (location TBD) | | | | | |
| Fri, Apr 26 | All continuing faculty, academic staff, and limited appointees | UWS Report on Outside Activities and Interests form with all signatures | | | | UW System/Office of Provost and Vice Chancellor |
| Fri, Apr 26 | Office of Provost and Vice Chancellor | Notification of Assessment Report Cycle | | | | Departments |
| Tue, Apr 30 | Full Faculty Senate Committee Meeting; 3:10-5:10 p.m.; Reeve 306 | | | | | |
| Final week of April | Office of Provost and Vice Chancellor (COLS) | Post-Tenure Review decision notifications | | | | Concerned faculty member/ department chair/dean (COLS) |
| Final week of April | UW System/Office of Provost and Vice Chancellor | Escalation #1: Written notification of UWS Report on Outside Activities and Interests non-compliance (due April 30) | | | | All continuing faculty, academic staff, and limited appointees who have not completed form (copying immediate supervisor and Chancellor) |

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| **MAY 2024** | | | | | | | |
| **DATE** | **DUE FROM** | | **ITEM** | | **DUE TO** | | |
| Wed, May 1 | UW System/Office of Provost and Vice Chancellor | | Escalation #2: Documentation of non-compliance to personnel file and employee performance rating is adversely affected; written notification states that compliance with the reporting requirement has placed the employee “not -in-good standing” status; appeals may be made to Chancellor after requirement is met. (When an employee is not in good standing with an ethics requirement, they are not eligible for any base, lump sum or pay plan salary adjustments – extenuating circumstances or leaves of absences will be taken into consideration.) | | All non-compliant employees (copying supervisor, Chancellor and Human Resources) | | |
| Wed, May 1 | Faculty/Staff/Students | | Outstanding Performance Award nominations due (University Staff) | | Awards and Recognition Committee (University Staff) | | |
| Wed, May 1 | Chancellor (COB, COEHS, COLS, CON, ADM, OCE) | | Renewal/Non-renewal decision notification for **professional academic staff completing 2nd year or more** to 2022-2023 (Spring Cycle – May) | | Concerned academic staff member (COB, CON, COEHS, COLS, ADM, and OCE) | | |
| Wed, May 1 | Outstanding Performance Award Nominees (University Staff) | | Documentation Due | | Awards & Recognition Committee (University Staff) | | |
| Wed, May 1 | University Staff Senate Executive Committee Meeting; 1:00-2:30 p.m.; Virtual | | | | | | |
| Thur, May 2 | Senate Academic Staff Meeting; 3:00-5:00 p.m.; Virtual | | | | | | |
| Thur, May 2 | Graduate Council Meeting; 1:30-2:50 p.m.; Virtual | | | | | | |
| Fri, May 3 | Chancellor | Decision notification to winners of John McNaughton Rosebush Professorships | | | | Winning candidates for John McNaughton Rosebush Professorship | |
| Mon, May 6 – Wed, May 8 | Spring 2024 Honors Thesis Symposia; Details TBD | | | | | | |
| Tue, May 7 | Faculty Senate Executive Committee Meeting; 3:10-5:10 p.m.; Virtual | | | | | | |
| Thur, May 9 | University Studies Program Committee Meeting; 1:30-2:30 p.m.; Virtual | | | | | | |
| Thur, May 9 | Academic Policies Committee (APC) Meeting; 3:10-5:00 p.m.; In-Person (location TBD) | | | | | | |
| Thur, May 9 | Senate Academic Staff Executive Meeting; 3:00-5:00 p.m.; Virtual | | | | | | |
| Fri, May 10 | Chancellor | | Decision notification to winners of Edward Penson Distinguished Teaching Award | | Winning candidates for Edward Penson Distinguished Teaching Award | | |  |
| Tue, May 14 | Full Faculty Senate Committee Meeting; 3:10-5:10 p.m.; Reeve 306 | | | | | | |  |
| Wed, May 15 | University Staff Senate Meeting; 1:00-2:30 p.m.; Virtual | | | | | | |  |
| Wed, May 15 | Dean (COEHS) | | | Faculty Post-Tenure Remediation/Professional Improvement Plan (PIP) approval | | Concerned faculty (COEHS) | |  |
| Thur, May 16 | Senate Academic Staff Meeting; 3:00-5:00 p.m.; Virtual | | | | | | |  |
| ***Fri, May 17*** | ***Classes end 2nd 7-week; 14-week terms – Official Spring Graduation Date*** | | | | | | |  |
| Fri, May 17 | Spring 2024 Honors College Graduation: 5:30 p.m.; Culver Family Welcome Center | | | | | | |  |
| Fri, May 17 | Outstanding Service Award Committee | | Outstanding Service Award recommendations (Academic Staff) | | | | Chancellor |  |
| Fri, May 17 | Graduate students | | Dissertation/thesis/research manuscript final signed copies due for spring 2024 graduation | | | | Office of Graduate Studies |  |
| Fri, May 17 | Supervisor/Designee | | Supervisors complete the review of late OAR forms and/or perform due diligence on OAR forms with potential conflicts of interest. | | | | Concerned employee |  |
| ***Fri, May 17*** | ***Residence halls close at noon except for students participating in Commencement on Saturday, May 18 or those remaining through spring interim.*** | | | | | | |  |
| ***Sat, May 18*** | ***Commencement Ceremonies – Location and details to be determined closer to event*** | | | | | | |  |
| ***Sun, May 19*** | ***Residence hall May-Term consolidation*** | | | | | | |  |
| ***Mon, May 20*** | ***Classes begin 3-week May-Term - Spring interim classes will meet on May 20, 21, 22, 23, 24, 28, 29, 30, 31; June 3, 4, 5, 6, 7*** | | | | | | |  |
| Wed, May 22 | Faculty and Instructional Academic Staff | | Student grades (14-week and second 7-week terms) | | | | Registrar's Office |  |
| Fri, May 24 | End of academic year/spring semester payroll contract period | | | | | | |  |
| ***Mon, May 27*** | ***Legal holiday (Memorial Day) – No classes*** | | | | | | |  |
| Fri, May 31 | All University Committee Chairs | | Committee Annual Report | | | | Provost and Vice Chancellor |  |
| May/June | University Staff Professional Development Day; Location and details to be determined closer to event | | | | | | |  |

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| **JUNE 2024** | | | |
| **DATE** | **DUE FROM** | **ITEM** | **DUE TO** |
| Sat, Jun 1 | Supervisor, department chair or equivalent unit of all limited term staff, university staff, professional academic staff (PAS) | Meet with employee to review progress at midway point of year | All limited term staff, university staff, and professional academic staff |
| Sat, Jun 1 | Concerned faculty member (COEHS) | Faculty Post-Tenure Remediation/Professional Improvement Plan (PIP) | Dean (COEHS) |
| Tue, Jun 4 | Students/Faculty Mentors | *Oshkosh Scholar* undergraduate research journal submissions due | Office of Student Research and Creative Activity (OSRCA) |
| Wed, June 5 | University Staff Senate Executive Committee Meeting; 1:00-2:30 p.m.; Virtual | | |
| ***Fri, Jun 7*** | ***Classes end 3-week May-Term – End of semester – Official May-Term Graduation Date*** | | |
| ***Fri, Jun 7*** | ***Residence halls close at 8:00 p.m. for all students.*** | | |
| Wed, Jun 12 | Faculty and Instructional Academic Staff | Student grades (May-Term) | Registrar's Office |
| Fri, Jun 14 | Outstanding Performance Award Committee (University Staff) | Outstanding Performance Award recommendations | Chancellor |
| ***Mon, Jun 17*** | ***Begin summer semester classes 1st 4-week; 8-week terms*** | | |
| Wed, Jun 19 | University Staff Senate Meeting; 1:00-2:30 p.m.; Virtual | | |

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| **JULY 2024** | | | |
| **DATE** | **DUE FROM** | **ITEM** | **DUE TO** |
| ***Thur, Jul 4*** | ***Legal holiday (Independence Day) – No classes*** | | |
| Fri, Jul 5 | Graduate students | Dissertation/thesis/research manuscript proposals for fall 2023 graduation | Office of Graduate Studies |
| Fri, Jul 5 | Graduate students | Submission for dissertation/thesis/research manuscript format approval for summer 2023 graduates | Office of Graduate Studies |
| ***Fri, Jul 12*** | ***Classes end 1st 4-week term*** | | |
| ***Mon, Jul 15*** | ***Classes begin 2nd 4-week term*** | | |
| Wed, Jul 17 | Faculty and Instructional Academic Staff | Student grades (first 4-week term) | Registrar's Office |

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| **AUGUST 2024+** | | | |
| **DATE** | **DUE FROM** | **ITEM** | **DUE TO** |
| Thurs, Aug 1 | Concerned faculty member (COLS) | Faculty Post-Tenure Remediation/Professional Improvement Plan (PIP) | Dean (COLS) |
| ***Fri, Aug 9*** | ***Classes end 2nd 4-week; 8-week terms – Semester ends – Official Summer Graduation Date*** | | |
| Fri, Aug 9 | Graduate students | Dissertation/thesis/research manuscript in final form due for summer 2023 graduates | Office of Graduate Studies |
| Wed, Aug 14 | Faculty and Instructional Academic Staff | Student grades (8-week and 2nd 4-week terms) | Registrar's Office |

**ALL INFORMATION IN CALENDAR SUBJECT TO CHANGE**