AUGUST 2021
2 2020-2021 IE Assessment Reports for Technical Programs…
6 New Student Orientation
12-13 Board of Regents Meeting @ Sul Ross State University in Alpine, TX
13 2020-2021 IE Assessment Reports for Technical Departments submitted to Dean
16 HB 2504 Course Syllabi are due on-line
17 Faculty Development Day
19 New Student Orientation
23 First class day
23 HB 2504 new or updated Faculty Curriculum Vitae are due on-line
23 8-Week On-Line Session I begins
23 Faculty Outside Employment Request form is due to Department Chair
24 Faculty Office Hours & Schedule are due to Department Chair
25 Faculty Outside Employment Request form is due to Dean/VPAA
27 Faculty Information Report (F2.18) new or updated information is due to HR (form on website)
27 Faculty Office Hours & Schedule are due back to faculty for posting
27 Faculty Outside Employment Request approved forms are due to HR office
27 Faculty Development Leave application is available on website
27 2020-2021 IE Assessment Reports for all Academic Affairs offices/departments submitted to VPAA
27 2020-2021 IE Assessment Reports for Presidential, F & O, and Support Offices submitted to OIE
31 8-Week On-Line Session I – Census Date

SEPTEMBER 2021
1 Department Chair begins Annual Faculty Report (F2.08A) process with adjunct faculty
1 Application for December 2021 graduation begins
1-3 Campus Faculty Tenure Committee election conducted by VPAA office
1-3 Faculty Senate adjunct & staff representative election conducted by VPAA office
1-30 2020-2021 IE Assessment Report evaluations
3 Faculty Senate meeting
6 Labor Day – no campus or prison classes - offices and Gates Library closed
7 Promotion committee election conducted by VPAA office
7 “Recognition of Teaching Excellence” Nominating Committee election
8 Census Date (12th class day)
9 8-Week On-Line Session I – final day to drop or withdraw without penalty
13 Fall Semester Faculty Load Report & F3.2’s due from Department Chair to Dean/VPAA
13 Faculty Development Leave application is due to Department Chair
13-24 The Survey of Entering Student Engagement (SENSE) to be administered
15 Personnel Action Requests (F3.2) for fall 2021 payroll are due from VPAA to HR
17 Faculty Development Leave application is due from Department Chair to Dean/VPAA
17 Annual Faculty Report (F2.08) from full-time faculty is due to Department Chair
Final day to drop a course or withdraw without academic penalty

8-Week On-Line Session I – final day to drop or withdraw with penalty

OCTOBER 2021

1 Faculty Development Leave application is due to Faculty Senate Secretary
1 Departmental Performance Review of Tenured Faculty begins (PRTF-Appendix C Faculty Handbook)
1 Faculty Senate meeting
11 Annual Faculty Reports (F2.08) from Technical Program Chairs are due to Dean
11 Annual Faculty Reports (F2.08) from Gen/Ed Chair are due to VPAA
15 8-Week On-Line Session I – Last Class/Final Exam Day, grades due by 4:00 pm
18 8-Week On-Line Session II begins
25- Nov 12 College Survey Services (CSS) student evaluation of instruction
26 8-Week On-Line Session II – Census Date
27 Priority registration begins for Spring semester for graduating students and athletes

NOVEMBER 2021

1 Registration begins for Spring semester
1 All Annual Faculty Reports (F2.08) are due to VPAA for review
3 8-Week On-Line Session II – final day to drop or withdraw without penalty
5 New Student Orientation
5 Faculty Senate meeting
5 Faculty Development Leave recommendation due from Development Leave committee to VPAA
5 Promotion Application (F2.09A/F2.09T) is due from faculty to Department Chair
5 Recommendation for Tenure (F2.10) application is due from faculty to Department Chair
15 Faculty Outside Employment Request form (spring 2022) is due to Department Chair
18 Final day to drop a course or withdraw with academic penalty
18 New Student Orientation
18-19 Board of Regents Meeting @ Sam Houston State University in Huntsville, TX
19 Final day to apply for fall graduation and pay for diploma, cap & gown
19 Faculty Outside Employment Request (spring 2022) due to Dean/VPAA from department chair
24 8-Week On-Line Session II – final day to drop or withdraw with penalty
24 Thanksgiving Holiday begins, offices close at 5 p.m.; no evening classes
25-26 Thanksgiving Holidays - no classes - offices and Gates Library closed
29 Fall semester classes resume at 8:00 a.m.
30 Faculty Outside Employment Request forms (spring 2022) approved forms are due to HR office
30 All Annual Faculty Reports (F2.08) are returned to Department Chairs (electronically)

DECEMBER 2021

1 Last class day fall semester
2 Final exams begin
3 New Student Orientation
3 Faculty Senate meeting
3 Recommendation for Tenure (F2.10) application is due from Department Chair to Dean/VPAA
3 Promotion Application (F2.09A/F2.09T) due from Dept Chair to Division Promotion Committee
9 8-Week On-Line Session II – Last Class Day/Final Exam Day
9 Final exams end
Final grades for graduates due by 4:00 pm
Final grades for all others due at noon
Fall Commencement – 5:30 p.m.
New Student Orientation
Fall 2021 Course Assessment Submission Forms posted to Blackboard/IE drive

WINTER HOLIDAY
Winter Holiday, no classes, offices closed

SPRING 2022

JANUARY 2022
1 New Year’s Day Holiday – no classes, offices closed
3 Offices reopen
7 New Student Orientation
10 HB 2504 Course syllabi are due on-line
11 Faculty Development Day (tentative)
17 Martin Luther King Day - no classes, offices closed
18 First class day spring semester
18 8-Week On-Line Session I begins
18 HB 2504 new or updated Faculty Curriculum Vitae are due on-line
19 Faculty Office Hours & Schedule are due to Department Chair
21 Faculty Office Hours & Schedule are returned to faculty for posting
25 Application for May 2022 graduation begins
26 8-Week On-Line Session I – Census Date

FEBRUARY 2022
1 Department Chair begins Annual Faculty Report (F2.08A) process with adjunct faculty
1 “Recognition of Teaching Excellence” faculty application is due to Dean/VPAA for review
1 Promotion Application (F2.09A/F2.09T) due from Division Promotion Committee to Dean/VPAA
1 Recommendation for Tenure (F2.10) all applications are due to VPAA
1 Performance Review of Tenured Faculty (PRTF) documentation is due to Department Chair
1 Faculty & Staff Incentive award memo & information distributed by VPAA office
2 Census Date (12\textsuperscript{th} class day)
3 8-Week On-Line Session I – final day to drop or withdraw without penalty
4 Faculty Senate meeting
7 Spring Semester Faculty Load Report & F3.2’s due from Department Chair to Dean & VPAA
9 Personnel Action Request (F3.2) for spring 2022 payroll are due from VPAA to HR
11 “Recognition of Teaching Excellence” all application recommendations are due to VPAA
11 Promotion Application (F2.09A/F2.09T) all applications are due to VPAA
11 Recommendation for Tenure (F2.10) applications forwarded to Campus Tenure Committee by VPAA
14 Faculty & Staff Incentive award application is due to Department Chair and/or Supervisor
14 Performance Review of Tenured Faculty (PRTF) documentation due from Chairs to Dean/VPAA
17-18 Board of Regents Meeting, Lamar University
24 8-Week On-Line Session I – final day to drop or withdraw with penalty
28 2021-2022 IE Unit Plans Mid-Year Status Updates & Budget Hearing preparation
28 Last day to drop a course or withdraw without academic penalty

3
MARCH 2022
1 All Performance Review of Tenured Faculty (PRTF) documentation/recommendations due to VPAA
1 Faculty & Staff Incentive award applications are due from Department Chair to Dean/VPAA
1 Faculty & Staff Incentive award applications are due from Supervisors to VPAA
3 Southeast Texas Regional Citizen Bee Competition
4 Faculty Senate meeting
4 All Faculty & Staff Incentive award applications are due to VPAA
4 Promotion Applications (F2.09A/F2.09T) forwarded to President by VPAA
11 Recommendation for Tenure (F2.10) application from Campus Tenure Committee to VPAA
11 Recommendation for Tenure (F2.10) applications due from VPAA to President
4 8-Week On-Line Session I – Last Class/Final Exam Day, grades due by 4:00 pm
4-18 Spring Break - no classes, offices and Library are open
18 Spring Break – no classes, offices and Gates Library are closed
21 Classes resume at 8:00 a.m.
21 Promotion Applications (F2.09A/F2.09T) due to VPAA office from President
21 8-Week On-Line Session II begins
21-24 Faculty Senate election of voting representatives for 2022 conducted by VPAA office
21-Apr 8 College Survey Services (CSS) student evaluation of instruction
25 Proposed Summer Load Reports are due to VPAA office for budget purposes
25 “Recognition of Teaching Excellence” applications due from VPAA to President
28 Distribution of Summer & Fall semester class schedules
28-31 Final review of Faculty & Staff Incentive Award applications by VPAA
29 8-Week On-Line Session II – Census Day
29 Priority registration begins for Summer and Fall semesters for graduating students and athletes

APRIL 2022
1 Registration begins for Summer & Fall semesters
1 Faculty Senate meeting
1 “Recognition of Teaching Excellence” applications due from President to VPAA
1 Recommendation for Tenure (F2.10) applications due from President to VPAA
4 Faculty & Staff Incentive Award recommendations to President
4-22 Noel-Levitz Student Satisfaction Inventory Survey administered
6 8-Week On-Line Session II – final day to drop or withdraw without penalty
11 Faculty & Staff Incentive Award F3.2’s due to HR/payroll
11 Promotion Application (F2.09A/F2.09T) copies are due to HR office for reporting purposes
11 Recommendation for Tenure (F2.10) copies due to HR for reporting purposes
15 Good Friday – no classes, offices and Gates Library open
15 Final day to drop a course or withdraw with academic penalty
22 Last day to apply for spring graduation and pay for diploma, cap & gown
27 8-Week On-Line Session II – final day to drop or withdraw with penalty

MAY 2022
4 Last class day Spring Semester
5 Final exams begin
6 Faculty Senate meeting
9-13 Dual Credit Faculty Appreciation week
10 Faculty and Staff Service Recognition awards/reception (tentative)
12 8-Week On-Line Session II – Last Class Day/Final Exam Day
12 Final exams end
12 Final grades for graduates due by 4:00 pm
13 Final grades for all others due at noon
13 Commencement – 5:30 p.m.
18 Spring 2022 Course Assessment Submission Forms posted to Blackboard/IE drive
19-20 Board of Regents Meeting, Sam Houston State University
27 HB 2504 Course Syllabi are due on-line
30 Memorial Day – no classes, offices and Gates Library closed

SUMMER I 2022

JUNE 2022
6 First Class Day
9 Census Date (4th class day)
14 Personnel Action Request (F3.2) for summer I & III payroll are due to VPAA
15 Personnel Action Request (F3.2) for summer I & III payroll are due to HR
15 Final day to drop or withdraw without academic penalty

JULY 2022
1 2021-2022 IE Course Assessment Reports distributed…
1 HB 2504 Course Syllabi are due on-line
1 Last day to drop a course or withdraw with penalty
4 Independence Day observed, no classes, offices closed
11 Last Class Day/Final Exams
11 Final grades due by 4:00 am
29 2021-2022 IE Course Action Plans submitted to Office of IE

SUMMER II 2022

JULY 2022
12 First Class Day
15 Census Date (4th class day)
18 Personnel Action Request (F3.2) for summer II payroll are due to VPAA/ HR
21 Last day to drop a course or withdraw without academic penalty

AUGUST 2022
8 Last day to drop a course or withdraw with academic penalty
15 Last Class Day/Final Exams
15 Final grades due by 4:00 pm
SUMMER III 2022 (11 weeks)

**JUNE 2022**
6   First Class Day
15  Census Date
20  Last day to drop a course or withdraw *without* academic penalty

**JULY 2022**
4   Independence Day observed, no classes, offices closed

**AUGUST 2022**
8   Last day to drop a course or withdraw *with* academic penalty
15  Last Class Day/Final Exams
15  Final grades due by 4:00 pm