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**LAMAR STATE COLLEGE - PORT ARTHUR  
ACADEMIC AND CAMPUS EVENT CALENDAR  
2025-2026**

**FALL 2025**

**AUGUST 2025**

- 1 2024-2025 IRE Assessment Reports for Technical Programs...
- 7-8 Board of Regents meeting @ Sul Ross, Alpine
- 11 2024-2025 IRE Assessment Reports for Technical Departments submitted to Dean
- 18 HB 2504 Course Syllabi are due on-line
- 18 Fall Convocation for faculty & staff - PAC theater 1:00 -3:00 pm
- 19 Fall Faculty Development – 8:30–1:30 pm in Parker Center banquet room (*mandatory for full-time*)
- 25 2024-2025 IRE Assessment Reports for all Academic Affairs offices/departments submitted to VPAA
- 25 2024-2025 IRE Assessment Reports for Presidential, F & O, and Support Offices submitted to IRE
- 25 First class day fall semester
- 25 HB 2504 *new or updated* Faculty Curriculum Vitae are due on-line
- 25 8-Week Session I begins
- 25 Faculty Outside Employment Request form is due to Department Chair (form on HR website)
- 26 Faculty Office Hours & Schedule are due to Department Chair (template on website)
- 29 Faculty Outside Employment Request forms are due to the Dean
- 29 Faculty Office Hours & Schedule are due back to faculty for posting
- 29 Faculty & Staff Incentive award applications (**calendar year 2024 & FY24-25**) are due to VPAA office

**SEPTEMBER 2025**

- 1 Labor Day – no classes, offices closed
- 2 Department Chair begins Annual Faculty Report (**F2.08A**) *process* with **adjunct faculty**
- 2-30 2024-2025 IRE Assessment Report evaluations
- 2 Campus Faculty Tenure Committee election conducted by VPAA office
- 2 Faculty Senate adjunct & staff representative election conducted by VPAA office
- 2 Faculty Information Report (**F2.18**) *new or updated information* is due to HR (form on website)
- 2 Faculty Outside Employment Request *approved* forms are due to HR office
- 2 8-Week Session I Census Date
- 4 Faculty & Staff Incentive Award applications are reviewed/approved by Dean & VPAA
- 5 Promotion committee election conducted by VPAA office
- 5 Teaching Excellence Nominating Committee election conducted by VPAA office
- 5 Faculty Senate meeting, Friday @ 12:00 noon (*virtual and face-face*) Ruby Fuller 101
- 8 Fall Semester Faculty **proposed Load Report** is due to HR and Dean for review
- 8 Faculty Development Leave application due to Department Chair
- 10 Fall Semester Census Date (12th class day)
- 11 8-Week Session I – final day to drop without penalty
- 11 Faculty & Staff Incentive Award (**EPAFs**) are due to HR office
- 11 Fall 2025 Payroll (**EPAFs**) are due to HR
- 12 Faculty Development Leave application due from Department Chair to Dean
- 15-26 *SENSE* Survey administered by Institutional Research & Effectiveness department

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- 29 Annual Faculty Report (**F2.08**) from **full-time faculty** due to Department Chairs
- 29 Final day to drop without academic penalty

### OCTOBER 2025

- 1 Faculty Development Leave application due to Faculty Senate Secretary
- 1 Departmental Performance Review of Tenured Faculty process begins (**PRTF**- Policy & Procedure Manual 7.2)
- 2 8-Week Session I – final day to drop with penalty
- 3 Faculty Senate meeting, Friday @ 12:00 noon (*virtual and face-face*) Ruby Fuller 101
- 10 Annual Faculty Reports (**F2.08**) from Department Chairs are due to the Dean
- 13-27 College Survey Services (**CSS**) Fall student evaluation of instruction
- 17 8-Week Session I – Last Class/Final Exam Day
- 20 8-Week Session I - grades due at noon
- 20 8-Week Session II begins
- 27 Priority registration begins for Spring semester for graduating students and athletes
- 27 8-Week Session II – Census Date
- TBA Faculty & Staff years of service and Incentive Awards ceremony (HR)

### NOVEMBER 2025

- 3 Faculty Development Leave recommendation due to President
- 3 Registration begins for Spring semester
- 3 All Annual Faculty Reports (**F2.08**) are due to the VPAA for review
- 3 Promotion Applications (**F2.09A/F2.09T**) due from faculty to Department Chairs
- 3 Recommendation for Tenure (**F2.10**) application is due from faculty to Department Chair
- 5 8-Week Session II – final day to drop without penalty
- 7 Faculty Senate meeting, Friday @ 12:00 noon (*virtual and face-face*) Ruby Fuller 101
- 10 Faculty Outside Employment Request form (spring 2026) is due to Department Chair
- 14 Faculty Outside Employment Request forms for spring 2026 are due to the Dean
- 14 Fall 2025 Course Assessment Submission Forms posted to Blackboard/IRE drive
- 20-21 Board of Regents meeting @ Sam Houston State, Huntsville
- 24 Final day to drop with academic penalty
- 25 8-Week Session II – final day to drop with penalty
- 26 Energy Conservation Day – campus closed
- 27-28 Thanksgiving - campus closed

### DECEMBER 2025

- 1 Fall semester classes resume at 8:00 a.m.
- 1 Faculty Outside Employment Request approved forms (spring 2026) are due to HR office
- 1 All Annual Faculty Reports (**F2.08**) are returned to Department Chairs (electronically)
- 1 Recommendation for Tenure (**F2.10**) applications are due from Department Chair to Dean
- 1 Promotion Applications (**F2.09A/F2.09T**) are due from Dept Chair to Division Promotion Committee
- 5 Faculty Senate meeting, Friday @ 12:00 noon (*virtual and face-face*) Ruby Fuller 101
- 8 Winter Mini – First class day

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- 9 Winter Mini - census date
- 11 8-Week Session II – Last Class Day/Final Exam Day
- 11 Last class day fall semester
- 11 Final grades for graduates due by 4:00 pm
- 12 Winter Mini - Final day to drop without penalty
- 12 Final grades for all others due at noon
- 12 Fall Commencement
- 18 Winter Mini - Final day to drop with penalty
- 19-31 Christmas Break – campus closed
- 26 Winter Mini - Last Class Day/Final Exam Day
- 29 Winter Mini - Final grades are due by noon

### SPRING 2026

#### JANUARY 2026

- 1 New Year's Day
- 2 Administrative Agency Holiday – campus closed
- 5 Offices reopen
- 12 HB 2504 Course syllabi are due on-line
- 12 Tentative Spring Convocation for Faculty & Staff (*subject to change*)
- 13 Tentative Spring Faculty Development Day (*subject to change*)
- 19 Martin Luther King, Jr. Day – campus closed
- 20 First class day spring semester
- 20 Spring 8-Week Session I begins
- 20 HB 2504 *new or updated* Faculty Curriculum Vitae are due on-line
- 21 Faculty Office Hours & Schedule are due to Department Chair
- 23 Faculty Office Hours & Schedule are due back to faculty for posting
- 27 Spring 8-Week Session I – Census Date

#### FEBRUARY 2026

- 2 Department Chair begins Annual Faculty Report (**F2.08A**) *process* with **adjunct faculty**
- 2 “Recognition of Teaching Excellence” faculty application is due to Dean for review
- 2 Promotion Application (**F2.09A/F2.09T**) due from Division Promotion Committee to Dean
- 2 Recommendation for Tenure (**F2.10**) *all* applications are due to VPAA
- 2 Performance Review of Tenured Faculty (**PRTF**) documentation is due to Department Chair
- 4 Spring Semester Census Date (12<sup>th</sup> class day)
- 5 Spring 8-Week Session I – final day to drop without penalty
- 6 Spring Semester Faculty **proposed Load Report** is due to HR/Dean for review
- 6 Faculty Senate meeting, Friday @ 12:00 noon (*virtual and face-face*) Ruby Fuller 101
- 10 Spring 2026 Payroll (**EPAFs**) are due to HR
- 10 “Recognition of Teaching Excellence” application recommendations are due to VPAA
- 10 Promotion Application (**F2.09A/F2.09T**) *all* applications are due to VPAA
- 10 Recommendation for Tenure (**F2.10**) applications forwarded to Campus Tenure Committee by VPAA

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- 12-13 Board of Regents meeting @ Lamar University, Beaumont
- 17 Performance Review of Tenured Faculty (**PRTF**) documentation due from Chairs to Dean
- 23 Final day to drop *without* penalty
- 26 Spring 8-Week Session I – final day to drop with penalty
- 27 2025-2026 IRE Unit Plans Mid-Year Status Updates & Budget Hearing preparation

### **MARCH 2026**

- 2 All Performance Review of Tenured Faculty (**PRTF**) documentation/recommendations due to VPAA
- 2 Promotion Applications (**F2.09A/F2.09T**) forwarded to President by VPAA
- 2 Recommendation for Tenure (**F2.10**) application from Campus Tenure Committee to VPAA
- 3 Citizen Bee competition – PAC theater – evening event
- 6 Faculty Senate meeting, Friday @ 12:00 noon (*virtual and face-face*) Ruby Fuller 101
- 9-13 Spring Break – no classes
- 11 Energy Conservation Day – campus closed
- 12-13 Administrative Agency Holiday – campus closed
- 13 Spring 8-Week Session I – Last Class/Final Exam Day
- 13 Spring 8-Week Session I – Final grades due at noon
- 23 Classes resume at 8:00 a.m.
- 23 Recommendation for Tenure (**F2.10**) applications due from VPAA to President
- 23 Promotion Applications (**F2.09A/F2.09T**) due to VPAA office from President
- 23 Spring 8-Week Session II begins
- 23-25 Faculty Senate election of voting representatives for 2026 conducted by VPAA office
- 23-Apr 10 College Survey Services (**CSS**) Spring student evaluation of instruction
- 23 “Recognition of Teaching Excellence” applications due from VPAA to President
- 23 Distribution of Summer & Fall semester class schedules
- 23 Priority registration begins for Summer and Fall semesters for graduating students and athletes
- 30 Spring 8-Week Session II – Census Day

### **APRIL 2026**

- 1 Registration begins for Summer & Fall semesters
- 1 “Recognition of Teaching Excellence” applications due from President to VPAA
- 1 Recommendation for Tenure (**F2.10**) applications due from President to VPAA
- 3 Faculty Senate meeting, Friday @ 12:00 noon (*virtual and face-face*) Ruby Fuller 101
- 3 Administrative Agency Holiday (Good Friday) – campus closed
- 6 Promotion Application (**F2.09A/F2.09T**) copies are due to HR office for reporting purposes
- 6 Recommendation for Tenure (**F2.10**) copies due to HR for reporting purposes
- 8 Spring 8-Week Session II – Final day to drop without penalty
- 14 Spring 2026 Course Assessment Submission Forms posted to Blackboard/IRE drive
- 17 Final day to drop with penalty
- 21 Phi Theta Kappa Induction Ceremony – PAC theater – evening event
- 29 Spring 8-Week Session II – Final day to drop with penalty

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## **MAY 2026**

- 1 Faculty Senate meeting, Friday @ 12:00 noon (*virtual and face-face*) Ruby Fuller 101
- 4 Expressions Magazine Awards Ceremony – PAC theater - evening event
- 14 Spring Mini - First class Day
- 14 Spring 8-Week Session II – Last Class Day/Final Exam Day
- 14 Last class day spring semester
- 14 Final grades for graduates due by 4:00 pm
- 15 Final grades for all others due at noon
- 15 Commencement
- 15 Spring Mini - Census Day
- 20 Spring Mini - Final day to drop without penalty
- 22 HB 2504 Sum I Course Syllabi are due on-line
- 25 Memorial Day – campus closed
- 27 Spring Mini - Final day to drop with penalty
- 28 Spring Mini - Last Class Day/Final Exam Day
- 28-29 Board of Regents meeting @ Texas State University System, Austin
- 29 Spring Mini - All grades are due by noon

## **SUMMER I 2026**

## **JUNE 2026**

- 1 Summer I First Class Day
- 4 Summer I Census Date
- 8 **Proposed Faculty Load Report** is due from Department Chair to HR/Dean for review
- 10 Summer I & III Payroll (**EPAFs**) are due to HR
- 10 Summer I Final day to drop without penalty
- 19 Juneteenth – campus closed
- 29 Summer I Final day to drop with penalty
- 29 HB 2504 Sum II Course Syllabi are due on-line

## **JULY 2026**

- 1 2025-2026 IRE Course Assessment Reports distributed...
- 3 Independence Day (Observed) – campus closed
- 6 Summer I Last Class Day/Final Exams
- 6 Summer I Final grades due by 4:00 am
- 24 2025-2026 IRE Course Action Plans submitted to Office of IRE

## **SUMMER II 2026**

## **JULY 2026**

- 3 Independence Day (Observed) - campus closed
- 7 Summer II First class Day

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- 10 Summer II Census Date
- 13 **Proposed Faculty Load Report** is due from Department Chair to HR/Dean for review
- 14 Summer II Payroll (**EPAFs**) are due to HR
- 16 Summer II Final day to drop without penalty

**AUGUST 2026**

- 3 Summer II Final day to drop with penalty
- 10 Summer II Last Class Day/Final Exams
- 10 Summer II Final grades due by 4:00 pm

**SUMMER III 2026 (11 weeks)**

**JUNE 2026**

- 1 Summer III First class Day
- 16 Summer III Census Date
- 19 Juneteenth – campus closed

**JULY 2026**

- 3 Independence Day (Observed) – campus closed
- 9 Summer III Final day to drop without penalty

**AUGUST 2026**

- 3 Faculty & Staff Incentive award **FY25-26** information distributed by VPAA office
- 4 Summer III Final day to drop with penalty
- 6-7 Board of Regents meeting @ Sam Houston State, Huntsville
- 10 Summer III Last Class Day/Final Exams
- 10 Summer III Final grades due by 4:00 pm
- 24 First class day Fall semester 2026
- 31 Faculty & Staff Incentive award applications for (**FY25-26**) are due to VPAA office