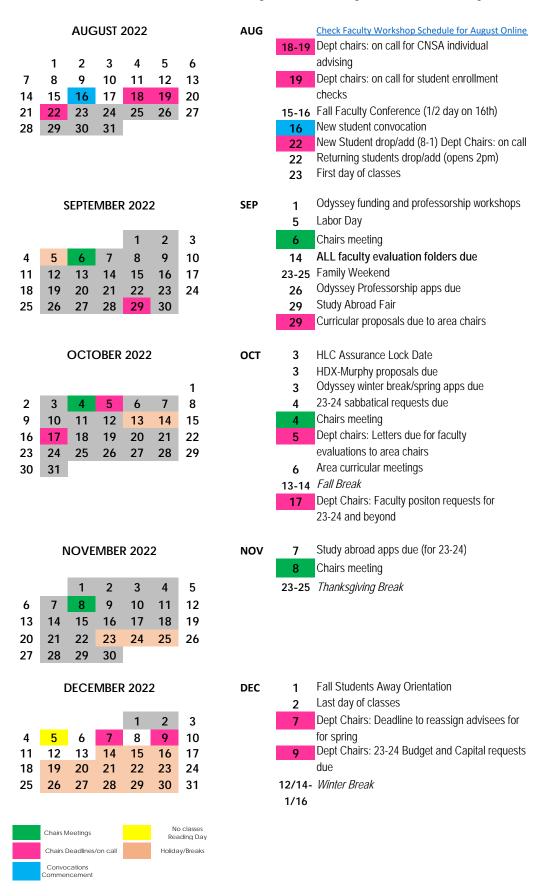
2022-2023 Faculty and Dept Chair Important Dates



2022-2023 Faculty and Dept Chair Important Dates

JANUARY 2023

	2					
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

JAN 11-13 Career Term

- 16 Martin Luther King Birthday (no classes)
- **17** HDX-Murphy ENGL, LANG, TADA tutorial course proposals due
- **19** Odyssey funding workshop
- 27 Dept chairs: Course schedules due to Area Assistants

Jan 30- Schedule building by area assistants

Feb 10

FEBRUARY 2023

			1	2	3	4
		7				
		14				
19	20	21	22	23	24	25
26	27	28				

FEB

- 1 Project grant apps due
 - 1 HDX-Murphy proposals due
 - 1 Odyssey summer funding deadline
 - 1 Study abroad apps due (Spring '24 only)
 - 1 Staff turn in annual evaluations
 - **3** Murphy Scholar Program applications due
 - 7 Chairs meeting
 - 17 Dept Chairs: Schedule available for changes
 - Dept Chairs
 No classes
 - 23 Dept Chairs: Majors Fair
 - Dept chairs: Last day to make schedule changes

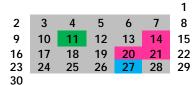
MARCH 2023

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12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

MAR 1

- Faculty annual reviews due to both area chairs and department chairs
- 7 Chairs Meeting
- **10** Dept chairs: Respond to faculty annual reviews
- **10** Deadline for Methodist Exemplary Teacher nominations
- 20-24 Spring Break
- Dept chairs: Rolling deadline for edits to Guide and Catalog
- **31** Deadline for Distinguished Professorship nominations

APRIL 2023



APR

- **3** HDX-Murphy proposals due
- 3 Odyssey deadline for summer, fall and winter break projects and summer internships
- 11 Chairs meeting
- Honors day student award names and distinctions due
- Dept chairs: Office and lab space needs due
- Honors day tangible awards due
- 21-23 Alumni Weekend
- 27 Honors Convocation

MAY 2023

	1	2	3	4	5	6	
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14	15	16	17	18	19	20	
21	22	23	24	25	26	27	
28	29	30	31				
	_						
	Chairs Meetings				No classes Reading Day		

Chairs Deadlines/on call

MAY

Holiday/Breaks

- **1** Email sent to faculty with scheduled evaluations
- Dept chairs: deadline to reassign advisees for fall sabbaticals
- **12** Reports for Faculty Project Grants and Faculty Sabbatical grants due
- 13 Commencement
- **31** End of fiscal year