

2009-2010

2009-2010 College of Engineering Dean's Office Administrative Calendar		
Contact Lisa Billingsley (Lisa.Billingsley@unt.edu) with any questions related to the CENG calendar Contact the appropriate Department Chair for questions about the internal calendar of his/her department.		
Dean's Office Due Date	Provost's Office Due	Description
August 27, 2009		Fall classes begin
August 27, 2009		Associate Dean for Academic Affairs to receive requests to offer classes below enrollment minimums for Fall 2009
August 27, 2009		Regents Professor Academic Year Plan due to Dean.
	September 1, 2009	Regents Professor Academic Year Plan due to Provost's Office.
September 14, 2009		Fall semester report for each faculty instructional assignments and enrollment in the assigned courses due to the Dean's Office.
September 14, 2009	October 1, 2009	Faculty developments leave applications for 2010-11
September 21, 2009		Recommendations for Emeritus Faculty due to Dean.
	September 30, 2009	Emeritus nominations due to Provost's Office.
October 12, 2009		Deadline for the departments to notify Dean on the list of P&T applicants
	October 15, 2009	2009-2010 Tenure Status Report sent to Deans
October 21, 2009		College of Engineering Fall General Faculty Meeting
October 26, 2009		Deadline for Junior Faculty Research Fellowship applications to the Dean's Office.
November TBD		Fall faculty workload report
November 16, 2009		1 st , 2 nd , 4 th and 5 th Year Tenure Track Faculty Annual Reviews submitted to Dean's Office
November 16, 2009		All midyear reappointments, promotion, and tenure dossiers submitted to Dean's Office
November 17, 2009		Dean and the College PAC begin reviewing recommendations from departments on candidates for P&T.
	January 15, 2010	All midyear reappointments, promotion, and tenure dossiers submitted to Provost's Office
January 19, 2010		Submission to the Dean's Office for requests to offer classes below enrollment minimums for Spring 2010
January 19, 2010		Spring classes begin
March 1, 2010		Requests for Modified Service for 2009-2010 due to Dean's Office
	March 1, 2010	Nominations for Regents Professor for 2010-2011 due to Provost's Office
March TBD		CENG General Faculty Meeting



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March 30, 2010		Department Chair submits to Dean PAC evaluation of each faculty member and departmental summary page listing
March 30, 2010		Department PAC evaluation of Department Chair due to Dean
	April 1, 2010	Recommendations for modified service for 2010-2011 due to Provost's Office