FALL TERM 2019

AUGUST
1, Thursday: Weave Program Assessment data due
22, Thursday: New Faculty Orientation 8:30 – 3:00 (ALL new full-time faculty) Hughes Trigg lower level
23, Friday: Annual Teaching Symposium 9:00 am-12:00 pm, Hughes Trigg Student Center: LL
   http://www.smu.edu/Provost/CTE/Programs/TES
25, Sunday: 5:30 Opening Convocation (open to all new and current faculty - McFarlin Auditorium.
26, Monday: First day of classes
28, Wednesday: General Faculty Reception 3:00, Meeting 3:45-5:00, Hughes Trigg Lobby and Theatre
30, Friday: Last day for Add/Drop and to file for December graduation

SEPTEMBER
2, Monday: Labor Day - University Holiday
6, Friday: Faculty Development Grants and Letters of Support from the Chair/Director
   due to Associate Dean Hofeditz (First Deadline)
11, Wednesday: Divisions notify Associate Dean Hofeditz that P&T candidate files are ready for review
12, Thursday: Meadows Faculty/Staff Meeting and Reception – O'Donnell 3:30/Taubman Reception 5:00
15, Sunday: P&T files close
20, Friday: Meadows Exploration Award apps to Chairs/Directors
23, Monday: First day P&T dossiers available to Dept/Div/Inst Committee members
27, Friday: Meadows Exploration Award apps from Chairs/Directors to Associate Dean Hofeditz
27, Friday: Faculty Leave applications for 2020-21 due to Chairs/Directors

OCTOBER
3, Thursday: Academic Divisions provide list of projected adjunct needs for Spring 2020 to Tiffany Khim
   (tkhim@smu.edu)
4-5, Friday-Saturday: Family Weekend
4, Friday: Meadows Family Weekend Reception
4, Friday: Faculty Leave applications for 2020-21 due to Associate Dean Hofeditz
11, Friday: Meadows Exploration Award Grants announced
14 - 15, Monday – Tuesday: Fall Break

NOVEMBER
4-22, Monday – Friday: Enrollment for spring 2020 continuing students for all undergraduates and graduates in
   Dedman, Lyle and Meadows
8-9, Friday-Saturday: 50th Celebration/Homecoming Weekend
8, Friday: Owen Arts Center Renovation Kickoff (Bishop Boulevard, 4 p.m.)
9, Saturday: SMU Homecoming Parade with Grand Marshall Regina Taylor (Meadows ’81) and Meadows
   Homecoming Tailgate (Time TBD)
15, Friday: Department/Division P&T Recommendations to Associate Dean Hofeditz
27, Wednesday: University offices open - No Class Day
28-29, Thursday-Friday: Thanksgiving Holidays; University offices closed
29, Friday: Faculty Development Grants and Letters of Support from the Chair/Director due to Associate Dean Hofeditz (Second Deadline)

DECEMBER
6, Friday: Annual report on anticipated faculty retirements and other separations for the coming year
   due to the provost (exact date TBD by Provost)
9, Monday: Last day of classes
10-11, Tuesday-Wednesday: Reading Days
11, Wednesday: Meadows Faculty/Staff Holiday Party – Hope Lobby 5:30 – 7:30
12-18, Thursday-Wednesday: Final Examinations (No exams scheduled on Sunday)
20, Friday: December Rotunda Recessional
21, Saturday: December Commencement Convocation for December graduate decree candidates
December 23 - January 1, Monday-Wednesday: University offices closed
December 25, Wednesday: Christmas Day

Meadows Calendar Spring 2020
Important Events and Deadlines for Faculty and Staff

SPRING TERM 2020

JANUARY
1, Wednesday: New Year’s Day - University Holiday
2, Thursday: Admins can begin entering SUMMER 2020 courses in my.smu (exact date TBD by Registrar.)
10, Friday: Requests for faculty positions to be released due to Provost (exact date TBD by Provost)
17, Friday: Deadline for all 2019 entries in Digital Measures for Faculty Activity Reports
17, Friday: First day of classes.
17, Friday: Faculty Summer Research Fellowships due to Chair/Director
20, Monday: Martin Luther King, Jr. Birthday - University Holiday
22, Wednesday: General Faculty Reception and Meeting 3:00 Reception, 3:45 Meeting, Hughes-Trigg;
23, Thursday: Meadows Faculty and Staff Meeting – 3:30 – 5:00, O’Donnell – No Reception
24, Friday: Faculty Summer Research Fellowships and Letter of Support from the Chair/Director Due to Associate Dean Hofeditz Jan. 31 – Feb. 2
24, Friday: Deadline for all faculty to turn in Faculty Activity Reports (FARs) and a digital file of current CV dated January 2020 to Division offices
24, Friday: Last day for Add/Drop; PeopleSoft –> Schedule.smnu – Schedule analysis negotiation window (exact date TBD by Registrar.)

FEBRUARY
7, Friday: Meadows Exploration Award apps to Chairs/Directors (2nd round)
14, Friday: Meadows Exploration Award apps from Chairs/Directors to Associate Dean Hofeditz (2nd round)
14, Friday: All merit recommendations for faculty due to the Dean
18, Tuesday: Deadline for ALL FALL 2020 schedule entries. PeopleSoft –> Schedule.smnu – Schedule analysis negotiation window (exact date TBD by Registrar).
28, Friday: Meadows Exploration Award Grants announced (2nd round)

MARCH
6, Friday: my.smu.edu will go live so students can see Fall courses offerings (exact date TBD by Registrar.)
10, Tuesday: Meadows at the Meyerson
16-22, Monday-Sunday: Spring Break
16, Monday; Academic Divisions provide any requests for renewals of lapsing contracts for Professor of Practice, Executive in Residence, Artists in Residence and a list of projected adjunct needs for Fall 20 to Tiffany Khim (tkhim@smu.edu)
27, Friday: Meadows Exploration Award apps to Chairs/Directors (3rd round)
27, Friday: Faculty Development Grants and Letters of Support from the Chair/Director due to Associate Dean Hofeditz (Third Deadline)

APRIL
3, Friday: Meadows Exploration Award apps from Chairs/Directors to Associate Dean Hofeditz (3rd round)
6 - 24, Monday-Friday: Summer and Fall Enrollment 2020
10, Friday: Good Friday, University offices closed
12, Sunday, Easter Sunday
13, Monday: Honors Convocation, 5:30 p.m.
17, Friday: Meadows Exploration Award Grants announced (3rd round)

MAY
1, Friday: P&T Chairs/Directors submit confirmed list of external reviewers to Associate Dean Hofeditz
4, Monday: Last day of instruction
5, Tuesday: Reading Day
6-12, Wednesday - Tuesday: Examinations (No Examinations scheduled on Sunday)
7, Thursday: Meadows Faculty and Staff Meeting and Reception - TBD
15, Friday: P&T materials for external reviewers uploaded to Interfolio
15, Friday: Baccalaureate
16, Saturday: May Commencement Convocation
25, Monday: Memorial Day – University Holiday
29, Friday: Entries due for WEAVE Program Level Assessment 2019/20 for academic divisions

Every effort has been made to insure the accuracy of this calendar. Dates are subject to change.