**Hixson-Lied College of Fine and Performing Arts**

**Important Dates 2014 - 2015**

Regularly Scheduled Meetings

 Art & Art History faculty 12:00 – 1:30p Fridays

 School of Music faculty 8:30 – 9:20a Thursdays

 JCSTF faculty 11:30 – 12:20p Mondays

 College Administrative Council 9:30 – 11:30a Tuesdays

 College Executive Committee 3:30 – 5:00p Fridays (monthly)

 College Curriculum Committee 1:30 – 3:00p Fridays (monthly)

 Undergraduate Student Advisory Board 8:15 – 9:30a Fridays (monthly)

 Graduate Student Advisory Board 8:30 – 9:30a Thursdays (monthly)

**FALL SEMESTER**

Aug 19 New College Convocation (3:00 – 5:00 p.m., Lied Commons) and reception

Aug 25 Classes begin

Sept 1 Labor Day (offices closed)

Sept 5 H-L Faculty Presentation apps (Nov 15 – Mar 14) due to Chair/Directors

Sept 12 H-L Faculty Presentation apps (Nov 15 – Mar 14) due to Associate Dean

Sept 26 Deadline to apply for Fall graduation

Sept 26 H-L Development Travel Grant applications due to Chair/Directors

Oct 1 H-L Undergraduate and Graduate Scholarly & Creative Activity Grant applications due to Chair/Directors

Oct 1 Graduate Recognition Award nominations due to Grad Studies

Oct 3 Faculty Development Leave applications due to Chair/Directors

Oct 3 Thesis projects for December graduates due to Chair/Directors for immediate transmittal to Associate Dean

Oct 3 Special Fee Requests from Chair/Directors to Associate Dean

Oct 3 H-L Student Support (Domestic Study, Int’l Study, Presentation grants) due to Chair/Directors

Oct 8 H-L Undergraduate and Graduate Scholarly & Creative Activity Grant applications due to Associate Dean

Oct 10 Research Council applications deadline for electronic submission to Office of Research

Oct 10 H-L Student Support (Domestic Study, Int’l Study, Presentation grants) due to Associate Dean

Oct 20 OTICA, IDEA and UDTA nominations due to Chancellor’s office

Oct 20 ORCA peer-reviewer letters due to Office of the Provost

Oct 20-21 Fall Break (University offices open)

Oct 22 Graduate Recognition Award nominations supporting material due to Grad Studies

Oct 22 Folsom Distinguished Thesis and Dissertation Awards nominations due to Grad Studies

Oct 24 P/T and Promotion-only files due to Dean

Oct 27 Priority registration begins for Spring semester (continues through November 11)

Oct 30 H-L Development Travel Grant recommendations from Chair/Director to Associate Dean

Oct 31 Faculty Development Leave apps forwarded from Chair/Directors to Dean

Oct 31 P/T files ready for review by College Executive Committee

Nov 1 Special Fee Requests from Associate Dean to Associate Vice Chancellor

Nov 3 Reappointment letters (second-year faculty) due to Dean

Nov TBD Research Fair

Nov 10 ORCA nominations due to Office of the Provost

Nov 14 Arts & Humanities Research Enhancement applications due electronically to Office of Research

Nov 14 Layman Grant applications due electronically to Office of Research

Nov 14 College Faculty meeting

Nov 19-21 Masters Week

Nov 21 Thesis project contracts for May and August graduates due to Associate Dean

Nov 26-30 Thanksgiving Break (offices open Wednesday, November 26)

Dec 5 College Distinguished Teaching Award nominations due to Associate Dean

Dec 5 Edgerton Junior Faculty Award nominations due to Dean

Dec 5 Sorensen Award for Distinguished Teaching in the Humanities nominations due to Dean

Dec 12 Nebraska Young Artist Award applications due to Kathe Andersen

Dec 12 Alumni Award nominations due to Kathe Andersen

Dec 12 Non-reappointment notification deadline (specific term/second-year faculty)

Dec TBD Louise Pound-George Howard nominations due to Dean

Dec 13 Classes end

Dec TBD Louise Pound-George Howard nominations from Dean to Chancellor’s Office

Dec 19 Graduate Commencement

Dec 20 Undergraduate Commencement

Dec 24 University close-down (continues through January 2)

**SPRING SEMESTER**

Jan 12 Classes begin

Jan 15 Chair/Director review process initiated by Dean

Jan 16 H-L Faculty Presentation applications (Mar 15 – July 14) due to Chair/Directors

Jan 19 Martin Luther King, Jr. Day (University offices closed)

Jan 20 H-L Faculty Grant applications due to Chair/Directors

Jan 23 H-L Faculty Presentation applications (Mar 15 – July 14) due to Associate Dean

Jan 27 H-L Faculty Grant applications (March 1 – February 28) due to Associate Dean

Jan TBD Edgerton Junior Faculty Award nominations forwarded from Dean to VCAA

Jan TBD Sorensen Award for Distinguished Teaching in the Humanities nominations forwarded from Dean to VCAA

Jan TBD College Distinguished Teaching Award nomination forwarded from Dean to VCAA

Jan 30 Deadline to apply for Spring graduation

Jan 30 P/T Document Folder 1 transfer to SVCAA

Jan 30 Reappointment letters (first-year faculty) due to Dean

Jan 30 H-L Staff Award nominations to Chair/Directors/Associate Dean

Feb 6 Current H-L program status reports due to Dean from Chair/Directors

Feb 6 Outstanding GTA Award nominations due to Dean’s Office

Feb 13 H-L Development Travel Grant applications due to Chair/Directors

Feb 13 H-L Staff Award nominations due to Dean from Associate Dean/Chair/Directors

Feb 20 Thesis projects for May and August grads due to Chair/Directors for immediate transmittal to Assoc. Dean

Feb 27 Promotion-only Document Folder 1 transfer to SVCAA

Mar 2 Non-reappointment notification deadline (specific term/first-year faculty)

Mar 6 H-L Student Support (Domestic Study, Int’l Study, Presentation grants) due to Chair/Directors

Mar 6 H-L Graduate Scholarly & Creative Activity Grant applications due to Chair/Directors

Mar 13 H-L Development Travel Grant recommendations from Chair/Directors to Associate Dean

Mar 13 H-L Student Support (Domestic Study, Int’l Study, Presentation grants) due to Associate Dean

Mar 13 H-L Graduate Scholarly & Creative Activity Grant applications due to Associate Dean

Mar 13 H-L Faculty Award nominations due to Chair/Directors

Mar 14 Research Council applications (visiting scholars) deadline for electronic submission to Office of Research

Mar 22-29 Spring Break (University offices open)

Mar 30 Priority registration begins for Fall semester (continues through April 14)

Mar 30 Reappointment letters (9 mo./second-year+ faculty) due to Dean

Apr 1 H-L Professorship nominations due from unit Executive Committees to Dean

Apr 3 H-L Faculty Award nominations due from Chair/Directors to Associate Dean

Apr 3 College Faculty meeting

Apr 3 Thesis project contracts for December 2015 graduates due to Associate Dean

Apr 8 Nebraska Young Artists Award day

Apr TBD UCARE application deadline

Apr TBD Research Fair

Apr 10 H-L Faculty Presentation applications (July 15 – Nov 14) due to Chair/Directors

Apr 12 UNL Honors Convocation

Apr 17 H-L Faculty Presentation applications (July 15 – Nov 14) due to Associate Dean

Apr 24-25 Alumni weekend

Apr 25 Honors Day dinner

May 1 P/T and Promotion-only candidates list for 2015-16 due to Dean

May 1 UNL admissions and deposit deadline (undergraduate and graduate)

May 1 Reappointment letters (specific term – 12 mo./second-year+ faculty) due to Dean

May 2 Classes end

May 8 Non-reappointment notification deadline (specific term – 9 mo./second-year+ faculty)

May 8 Graduate commencement

May 9 Undergraduate commencement

Jun 5 Faculty notes for Arts Magazine due to Kathe Andersen

Jun 26 Deadline to apply for August graduation

Jun 30 Non-reappointment notification deadline (specific term – 12 mo./second-year+ faculty)

Aug 14 Graduate commencement

Aug 15 Undergraduate commencement

Aug 24 Classes begin