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

**Important Dates 2013 - 2014**

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 20 College Convocation (3:00 p.m., Sheldon Museum of Art) and reception

Aug 26 Classes begin

Sept 2 Labor Day (offices closed)

Sept 3 Thesis project contracts for December graduates due to Associate Dean

Sept 6 Faculty Development Leave applications due to Chair/Directors

Sept 6 H-L Faculty Presentation apps (Nov 15 – Mar 14) due to Chair/Directors

Sept 13 H-L Faculty Presentation apps (Nov 15 – Mar 14) due to Associate Dean

Sept 27 Deadline to apply for Fall graduation

Sept 27 H-L Development Travel Grant applications due to Chair/Directors

Sept 27 Research Council applications due to Chair/Directors

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

Oct 2 Graduate Recognition Award nominations due to Grad Studies

Oct 4 Thesis projects for December graduates due to Chair/Directors for immediate transmittal to Associate Dean

Oct 4 Special Fee Requests from Chair/Directors to Associate Dean

Oct 4 Research Council applications from Chair/Directors to Dean

Oct 4 H-L Student Support (Domestic Study, Int’l Study, Presentation grants) due to Chair/Directors

Oct 4 Faculty Development Leave apps forwarded from Chair/Directors to Dean

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

Oct 11 Research Council applications deadline for electronic submission to Office of Research

Oct 11 H-L Student Support (Domestic Study, Int’l Study, Presentation grants) due to Associate Dean

Oct 11 Accomplishments of Note to Kathe Andersen

Oct 21 OTICA, IDEA and UDTA nominations due to Chancellor’s office

Oct 21 ORCA peer-reviewer letters due to Office of the Provost

Oct 21-22 Fall Break (University offices open)

Oct 23 Graduate Recognition Award nominations supporting material due to Grad Studies

Oct 23 Folsom Distinguished Thesis and Dissertation Awards nominations due to Grad Studies

Oct 25 P/T and Promotion-only files due to Dean

Oct 28 Priority registration begins for Spring semester (continues through November 12)

Oct 31 H-L Development Travel Grant recommendations from Chair/Director to Associate Dean

Nov 1 P/T files ready for review by College Executive Committee

Nov 4 Reappointment letters (second-year faculty) due to Dean

Nov 5 Special Fee Requests from Associate Dean to Associate Vice Chancellor

Nov 7 Research Fair

Nov 8 Arts & Humanities Research Enhancement applications due electronically to Office of Research

Nov 8 Layman Grant applications due electronically to Office of Research

Nov 11 ORCA nominations due to Office of the Provost

Nov 13-15 Masters Week

Nov 15 College Faculty meeting at the Sheldon Museum of Art (11:30p)

Nov 22 Thesis project contracts for May and August graduates due to Associate Dean

Nov 28 - 12/1 Thanksgiving Break (offices open Wednesday, November 27)

Dec 6 College Distinguished Teaching Award nominations due to Associate Dean

Dec 6 Edgerton Junior Faculty Award nominations due to Dean

Dec 6 Sorensen Award for Distinguished Teaching in the Humanities nominations due to Dean

Dec 6 Nebraska Young Artist Award applications due to Kathe Andersen

Dec 6 Alumni Award nominations due to Kathe Andersen

Dec TBD Louise Pound-George Howard nominations due to Dean

Dec 13 Non-reappointment notification deadline (specific term/second-year faculty)

Dec 14 Classes end

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

Dec 20 Graduate Commencement

Dec 21 Undergraduate Commencement

Dec 23 University close-down (continues through January 1)

**SPRING SEMESTER**

Jan 13 Classes begin

Jan 15 Chair/Director review process initiated by Dean

Jan 17 H-L Faculty Presentation applications (Mar 15 – July 14) due to Chair/Directors

Jan 20 Martin Luther King, Jr. Day (University offices closed)

Jan 21 H-L Faculty Grant applications due to Chair/Directors

Jan 24 H-L Faculty Presentation applications (Mar 15 – July 14) due to Associate Dean

Jan 28 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 31 Deadline to apply for Spring graduation

Jan 31 P/T Document Folder 1 transfer to SVCAA

Jan 31 Reappointment letters (first-year faculty) due to Dean

Jan 31 H-L Staff Award nominations to Chair/Directors/Associate Dean

Feb 3 Current H-L program status reports due to Dean from Chair/Directors

Feb 7 Outstanding GTA Award nominations due to Dean’s Office

Feb 14 H-L Development Travel Grant applications due to Chair/Directors

Feb 15 H-L Staff Award nominations due to Dean from Associate Dean/Chair/Directors

Feb 21 Thesis projects for May and August grads due to Chair/Directors for immediate transmittal to Assoc. Dean

Feb 28 Research Council applications (visiting scholars) due to Chair/Directors

Feb 28 Promotion-only Document Folder 1 transfer to SVCAA

Mar 3 Non-reappointment notification deadline (specific term/first-year faculty)

Mar 7 H-L Student Support (Domestic Study, Int’l Study, Presentation grants) due to Chair/Directors

Mar 7 H-L Graduate Scholarly & Creative Activity Grant applications due to Chair/Directors

Mar 7 Research Council applications (visiting scholars) due from Chair/Directors to Dean

Mar 14 H-L Development Travel Grant recommendations from Chair/Directors to Associate Dean

Mar 14 H-L Student Support (Domestic Study, Int’l Study, Presentation grants) due to Associate Dean

Mar 14 H-L Graduate Scholarly & Creative Activity Grant applications due to Associate Dean

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

Mar 15 H-L Faculty Award nominations due to Chair/Directors

Mar 23-30 Spring Break (University offices open)

Mar 31 Priority registration begins for Fall semester (continues through April 9)

Mar 31 Reappointment letters (9 mo./second-year+ faculty) due to Dean

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

Apr 4 H-L Faculty Award nominations due from Chair/Directors to Associate Dean

Apr 4 College Faculty meeting in the Steinhart Room at the Lied (3:00p)

Apr 4 Thesis project contracts for December 2014 graduates due to Associate Dean

Apr 9 Nebraska Young Artists Award day

Apr TBD UCARE application deadline

Apr TBD Research Fair

Apr 11 H-L Faculty Presentation applications (July 15 – Nov 14) due to Chair/Directors

Apr 11 Accomplishments of Note to Kathe Andersen

Apr 13 UNL Honors Convocation

Apr 18 H-L Faculty Presentation applications (July 15 – Nov 14) due to Associate Dean

Apr 25-26 Alumni weekend

Apr 26 Honors Day dinner

Apr 30 P/T and Promotion-only candidates list for 2014-15 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 3 Classes end

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

May 9 Graduate commencement

May 10 Undergraduate commencement

Jun 27 Deadline to apply for August graduation

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

Aug 15 Graduate commencement

Aug 16 Undergraduate commencement

Aug 25 Classes begin