

FACULTY ADMINISTRATIVE CALENDAR

SPRING 2023

Faculty Meetings are scheduled on the 1st and 3rd Tuesdays of each month at 4:30 p.m. ****Virtual****

Department Chair Meetings are scheduled on the 2nd Tuesday of each month at 4:30 p.m. ****Virtual****

***Meetings may be cancelled and/or rescheduled at the discretion of Faculty Council. Any changes in the schedule of meetings will be announced by e-mail by Faculty Council. ***

Sat.-Mon., Jan. 14-16	“Saints Accelerate” hosted by the Center for Career Excellence.
Mon., Jan. 16	Residences open at noon.
Mon.-Tues., Jan. 16-17	New Student Orientation.
Tues., Jan. 17	Open Registration in APR2 is from Noon - 11:00 pm for any graduate or undergraduate students wishing to make schedule changes.
Wed., Jan. 18	First Day of Classes for undergraduate and graduate students.
Wed., Jan. 18	Add/Drop begins for undergraduate and graduate students.
Thurs.-Fri., Jan. 26-27	After the first two class meetings or the first three-hour class that meets once per week, instructors have the option to drop students for not attending or not making arrangements for missing classes if the class has a maximum enrollment. The Registrar must be informed in writing of such action. (M,W,F class drops due 1/26, T,TH class drops due 1/27.)
Thurs., Jan. 26	Last day for undergraduate and graduate students to: <ul style="list-style-type: none">- Add a course.- Change sections within the same course.- Last day for submitting the course overload form due to the Registrar’s office by 4:30 p.m.- Drop a course. <ol style="list-style-type: none">1. No record of adds and drops is made on the transcript through this date.2. No tuition refund for over-credits is made for courses dropped after this date.3. A student may <u>add or drop</u> a course after this date only by petition to the Academic Petitions Committee; if approved, the student is subject to a late schedule change fee of \$50.4. A student may withdraw from a course until Friday, April 7th, by filing a properly executed course withdrawal form in the Registrar’s office; notation of withdrawal appears on the transcript. Three and one-half units are required for full-time status.

Thurs.-Sat., Jan. 26-28	Alumni Council Winter Weekend
Mon., Jan. 30	1st round Fall 2023 course schedule spreadsheets submitted to chairs from Registrar's Office.
Wed., Feb. 1	Deadline: Student Applications for Off-Campus Study Programs and International Student Exchange Program (ISEP) for Fall 2023, Spring 2024 and Academic Year 2023-2024 are due in the Studio Abroad Application System (Center for International and Intercultural Studies).
Wed., Feb. 1	Deadline: Faculty/Staff recommendations for students applying for Off-Campus Study Programs for Fall 2023, Spring 2024 and Academic Year 2023-2024 are due in the Studio Abroad Application System (Center for International and Intercultural Studies).
Wed., Feb. 1	Deadline: Faculty Proposals for Short-Term Travel Components for Fall 2023 courses are due in the Center for International and Intercultural Studies (CIIS) Office.
Wed., Feb. 1	Large Faculty Grant proposals and Emeritus Faculty Grant proposals are due in the Associate Dean for Faculty Affairs Office, Vilas Hall 103.
Fri., Feb. 3	Changes from E grades due from Fall '22. Must be submitted using online Grade Change Form.
Fri., Feb. 3	Early semester progress survey opens in Starfish.
Fri., Feb. 3	Course proposals for Fall/Summer 2023 due to the chair of the Academic Affairs Committee for approval.
Mon., Feb. 6	Letters of evaluation and materials for tenure and/or promotion consideration are due in the Dean's Office, Vilas Hall 103, by 4:30 p.m.
Mon., Feb. 6	Corrected final class rosters are due in APR2.
Mon., Feb. 6	Deadline: Adjunct Requests for Fall 2023.
Thurs.-Fri., Feb. 9-10	Mid-winter Break. Residence Halls stay open.
Mon., Feb. 13	1st round Fall 2023 course spreadsheets are due in Registrar's Office.
Mon.-Fri., Feb. 13-17	Sophomore Major declaration week. Students who are in the second semester of their sophomore year must declare a major or receive permission to postpone from the Associate Dean for Academic Advising. Students should take a copy of their academic transcripts to the department(s) of their intended major(s) this week. Students must submit major declarations to Academic Advising (through Slate) by 4:30 p.m. on Friday, February 24th. Advisors will review the process of choosing a major/minor with sophomore advisees. NOTE: Seniors should make final major and/or minor changes prior to Friday, April 7th.
Tues., Feb. 14	SLU Fellowship and Tanner Fellowship applications due by midnight.

Wed., Feb. 15	Deadline: Faculty Proposals for CIIS Fellows Program are due in the Center for International and Intercultural Studies.
Wed., Feb. 15	Virtual Evenings with St. Lawrence (Sophomores/Juniors)
Thur.-Sat., Feb. 16-18	Winter Meeting of the Board of Trustees.
Fri., Feb. 24	Deadline for Moving Up Day Awards and presenters due in the Office of Residence Life.
Fri., Feb. 24	2nd round Fall 2023 course spreadsheets back to faculty for changes.
Wed., Mar. 1	Deadline: Proposals for 2024 off-campus summer courses (within or outside the U.S.) are due to in the Center for International and Intercultural Studies.
Mon., Mar. 6	2nd round Fall 2023 course spreadsheets due in Registrar's Office.
Mon., Mar. 13	Mid-semester grades are due in APR2. This deadline is <u>important</u> for the computer run, to inform students of progress to date and for counseling by advisors.
Mon., Mar. 13	Fall 2023 PDF Course Schedule available on APR2.
Tues., Mar. 14	Registration advising begins (3/14-3/17 and 3/27-3/31) and continues through Friday, March 31 st .
Fri., Mar. 17	Residences close at 5:00 p.m.
Fri.-Sun., Mar. 17-26	Spring Break begins at 5:00 p.m.
Tues., Mar. 21	Mid-semester progress survey opens in Starfish.
Sun., Mar. 26	Residences reopen at 8:00 a.m.
Mon., Mar. 27	Classes resume at 8:00 a.m.
Thur., Mar. 30	Deadline: Student Applications for Peace Corps Prep Certificate.
Fri., Mar. 31	Last day to change to pass/fail grading.
Fri., Mar. 31	Deadline for Moving up Day Award recipients due in the Office of Residence Life.
Sat., Apr. 1	Admissions Admitted Student Open House.
Sun., Apr. 2	Charter Day.
Mon., Apr. 3	Declaration to Graduate notices due in the Registrar's Office - undergraduate and graduate levels.
Mon., Apr. 3	Last day for faculty to request a change of a course's final exam date

from the Associate Dean for Faculty Affairs, Vilas Hall 103.

Mon.-Thurs., Apr. 3-6	Registration week for undergraduates in APR2 --- this may change due to new registration model.
Wed., Apr. 5	Deadline: Student Grant Proposals for Travel Research, Travel Enrichment, and the Patti McGill Peterson-Weave grant for Fall 2023 are due in Studio Abroad Application System (Center for International and Intercultural Studies).
Wed., Apr. 5	Deadline: Faculty/Staff recommendations for Student Travel Research, Student Travel Enrichment, and the Patti McGill Peterson-Weave Grant for Fall 2023 are due in Studio Abroad Application System (Center for International and Intercultural Studies).
Fri., Apr. 7	Summer Session book orders are due from faculty at the Bookstore.
Fri., Apr. 7	Last day to file a request to withdraw from a course. (Undergraduate & Graduate)
Fri., Apr. 7	Admissions Admitted Student Open House.
Fri., Apr. 7	Fall term book orders are due from faculty at the Bookstore.
Fri., Apr. 14	Final deadline for Senior major and minor changes and/or additions.
Fri., Apr. 14	Admissions Admitted Student Open House.
Mon., Apr. 17	Virtual Admissions Admitted Student Open House.
Mon., Apr. 17	Registration begins for graduate students in APR2.
Fri., Apr. 21	Admissions Admitted Student Open House.
Fri., Apr. 28	Undergraduate Scholarship Festival Day. (NO CLASSES)
TBD	Parents Committee Spring Weekend.
Sat., Apr. 29	Moving Up Day.
Mon.-Fri., May 1- May 5	Last week of classes. No final exams, hour exams, or their equivalent are to be scheduled during this period or during Study Recess, May 6-7. Exams begin May 8. Inasmuch as labs do not have scheduled exam periods, lab practicals may be given during the final week of classes.
Wed., May 3	Graduate Application deadline -for Educational Leadership (Non-Certification) Program for Summer semester admission.
Fri., May 5	Last day of classes.
Sat.-Sun., May 6-7	Study Recess. No examinations are to be given during this period.
Mon., May 8	Completed PSC course evaluation forms are due in the Dean's Office.
Mon.-Sat.,	Final examinations.

May 8-13	
Sat., May 13	Residences close for all students (EXCEPT graduating seniors) at 1:00 p.m.
Tues., May 16	Deadline for reporting grades of graduating seniors. This deadline is crucial to graduation! Grades must be reported <u>prior to noon.</u>
Wed., May 17	Deadline for reporting grades. This deadline (11:00 pm) is important for the computer grade run for determining academic standing of students.
Thurs.-Sat., May 18-20	Spring Meeting of the Board of Trustees.
Fri., May 19	Academic Standing Committee meets at 9:00 a.m. to evaluate student academic deficiencies.
Sun., May 21	Commencement at 10:00 a.m.
Sun., May 21	Residences close for all graduating seniors at 6:00 p.m.
Tues.-Wed., May 23-24	May College.
Thurs., May 25	Academic Standing Committee meets at 1:00 p.m. to hear appeals from suspended students.
Wed., May 31	Early Decision Graduate Application Deadline for Fall 2023.
Wed., May 31	Undergraduate Summer Session begins.
Thurs.-Sun., June 1-4	Reunion Weekend.
Thurs.-Sun., June 8-11	Alumni Council Planning Retreat at Canaras.
Fri., June 9	Last Day for Graduate & Undergraduate Summer Session I Add/Drop
TBA	Last Day for Graduate Summer Session I students to withdraw from a course.
TBA	Graduate Summer Session I ends.
TBA	Graduate Summer Session I grades due.
TBA	Graduate Summer Session II begins.
TBA	Last Day for Graduate Summer Session II Add/Drop
Wed., June 21	HEOP students arrive on campus.
Thurs., June 22	HEOP Summer Program begins.
Fri., June 30	Sabbatical leave requests for 2024-2025 are due in the Dean's Office.
Fri., June 30	Final Application Deadline for Graduate Matriculation for Fall 2023.

Fri., June 30	Undergraduate Summer Session ends.
TBA	Last Day for Graduate Summer Session II to withdraw from a course.
TBA	Graduate Summer Session II ends.
TBA	Graduate Summer Session III begins.
TBA	Last Day for Graduate Summer Session III Add/Drop.
TBA	Graduate Summer Session II grades due.
TBA	Last Day for Graduate Summer Session III students to withdraw from a course.
Tues., July 25	HEOP Summer Program ends.
Thurs., July 27	Graduate Application deadline - Educational Leadership (Non-Certification) Program for Fall semester admission.
TBA	Graduate Summer Session III ends.
TBA	Graduate Summer Session III grades due.