

2015-2016 College of Engineering Dean's Office Administrative Calendar

Updated January 29, 2016

Contact Lisa Martin (Lisa.Martin@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 Date	Description
July 13, 2015	August 3, 2015	Recommendations for 2015-2016 Emeritus Faculty due to Dean's office
August 24, 2015		Fall classes begin
September 1, 2015		Deadline for the departments to notify Dean on the list of P&T applicants
September 1, 2015	September 30, 2015	Faculty developments leave applications for 2016-2017
September 18, 2015		Fall semester report for each faculty instructional assignments and enrollment in the assigned courses due to the Dean's Office.
October 2, 2015		CENG Fall Semester General Faculty & Staff Meeting 12:30 pm Location B155
October 5, 2015		1 st , 2 nd , 4 th and 5 th Year Tenure Track Faculty Annual Reviews submitted to Dean's Office
October 5, 2015	January 19, 2016	All midyear reappointments, promotion & tenure dossiers, and Lecturer promotion materials for 2016-2017
October 12, 2015		Dean and the College PAC begin reviewing recommendations from departments on candidates for P&T and reappointment.
TBA		Doctoral and Master's Commencement
TBA		Undergraduate Commencement
January 11, 2016	February 1, 2016	Nominations for Distinguished Research Professorship, Distinguished Teaching Professorship, and Regents Professor for 2016-2017
January 19, 2016	February 1, 2016	Reviews for current Distinguished Research Professorship, Distinguished Teaching Professorship, and Regents Professor
January 19, 2016		Spring Classes Begin
February 9, 2016		Spring semester report for each faculty instructional assignments and enrollment in the assigned courses due to the Dean's Office.
March 21, 2016	April 1, 2016	Recommendations for modified service for 2016-2017
March 28, 2016		Department Chair submits to Dean evaluation of each faculty member along with AMER, Vita, and SETE Score Reports
April 15, 2016		Nominations for Outstanding Graduating Senior, Faculty Teaching Award, Faculty Research Award
April 15, 2016		College of Engineering Spring General Faculty Meeting B-155, 12:00pm
April 29, 2016		Senior Design Day
May 31, 2016	June 30, 2016	Department PAC evaluation of Department Chair/Associate Dean along with AMER, Vita, SETE Score Reports, and Information form for Dept. Chairs/Assoc. Dean
TBA		Doctoral and Master's Commencement
TBA		Undergraduate Commencement
July 18, 2016	August 1, 2016	Recommendations for Emeritus Faculty for 2016-2017