ACADEMIC AFFAIRS CALENDAR
2023-2024

AUGUST 2023
- Spring 2024 Revisions due from Deans to Karen ....Tues., Aug. 1
- Administrative Cabinet (2:00 p.m.) ....Tues., Aug. 1
- Fall In-Service/Division Meetings ....Mon., Aug. 14
- Part-Time Faculty Fall In-Service (5:00 p.m.)...Mon., Aug. 14
- Fall Classes Begin ....Wed., Aug. 16
- Educational Excellence Council (1:00 p.m.)..Wed., Aug. 16
- Dual Credit Committee (2:00 p.m.) .... Thurs., Aug. 17
- Board of Trustees Meeting (5:30 p.m.) .... Thurs., Aug. 17
- Part-time Faculty Stipends Due to Dawn (9 pays starting 8/31/23 – see note on last page)............................Mon., Aug. 21
- Tenth Day for Fall 2023 Semester ....Tues., Aug. 29
- Administrative Cabinet (2:00 p.m.) ....Tues., Aug. 29
- Assessment Committee ....TBD
- Distance Learning Committee ....TBD

SEPTEMBER 2023
- Part-time Faculty Tenth Day Stipends Due to Dawn (8 pays starting 9/14/23 – see note on last page) .... Fri., Sept. 1
- Labor Day (college closed) ....Mon., Sept. 4
- Teaching & Learning Committee (2:00 p.m.)...Tues., Sept. 5
- Educational Excellence Council (1:00 p.m.)...Wed., Sept. 6
- Summer 2024 Class Schedule Work Day (Dean's Meeting) ....Wed., Sept. 6
- SLPC (2:00 p.m.)... Thurs., Sept. 7
- Institutional Research Committee (10:00 a.m.) .... Fri., Sept. 8
- Curriculum Committee (2:30 p.m.)..Mon., Sept. 11
- Spring 2024 Schedule on WebAdvisor...Tues., Sept. 12
- Fall 2024 Class Schedule Work Day (Dean's Meeting)..Wed., Sept. 13
- Board of Trustees Meeting (5:30 p.m.) .... Thurs., Sept. 14
- Summer 2024 Class Schedule Due to Karen G ....Mon., Sept. 18
- 1st 8-week Surveys Administered (survey results Oct 17th).. Wed., Sept. 20th - 27th
- Dual Credit Committee (2:00 p.m.) .... Thurs., Sept. 21
- Educational Excellence Council (1:00 p.m.)...Wed., Sept. 20
- AA & SSAT Breakfast Meeting (8:15 a.m.) .... Thurs., Sept. 21
- Administrative Cabinet (2:00 p.m.) ....Tues., Sept. 26
- Assessment Committee ....TBD
- Distance Learning Committee ....TBD

OCTOBER 2023
- Curriculum Committee (Approval for New Certificates & Degrees) (2:30 PM).....................................Mon., Oct. 2
- Teaching & Learning Committee (2:00 p.m.)..Tues., Oct. 3
- Educational Excellence Council (1:00 p.m.)...Wed., Oct. 4
- SLPC (2:00 p.m.)... Thurs., Oct. 5
- Development Day (no classes)... Fri., Oct. 6
- eCampus Book & Inclusive Access Adoptions Due ....Mon., Oct. 9
- Mid-Term (16 week) .... Tues., Oct. 10
- College & Career Night (6:30 p.m. – 8:00 p.m. IVCC Gymnasium) .... Tues., Oct. 10
- Second 8-Week Classes Begin .... Wed., Oct. 11
- Board of Trustees Meeting (5:30 p.m.) ....Thurs., Oct. 12
- Institutional Research Committee (10:00 a.m.) ....Fri., Oct. 13
- Fall 2024 Class Schedule Due to Karen G...Mon., Oct. 16
- PT Faculty 2nd 8-Weeks' Stipends Due to Dawn W. (5 pays starting 10/26/23 – see note on last page)..............Mon., Oct. 16

OCTOBER 2023 (continued)
- Spring 2024 Registration for Project Success & Veterans ....Tues., Oct. 17
- Educational Excellence Council (1:00 p.m.).. Wed., Oct. 18
- Dual Credit Committee (2:00 p.m.) ....Thurs., Oct. 19
- Manufacturing Expo ....Tues., Oct. 24
- Administrative Cabinet (2:00 p.m.) ....Tues., Oct. 24
- 14- & 16-week Surveys Administered (survey results Dec. 23rd).. Wed., Oct. 25th – Nov. 1st
- Assessment Committee (2:15 p.m.) ....TBD
- Distance Learning Committee (1:30 p.m.) ....TBD

NOVEMBER 2023
- Spring 2024 Registration Begins ....Wed., Nov. 1
- Educational Excellence Council (1:00 p.m.)..Wed., Nov. 1
- SLPC (2:00 p.m.)... Thurs., Nov. 2
- Last Day for Student Withdrawal for 16-week classes .... Fri., Nov. 3
- Curriculum Committee (2:30 p.m.)..Mon., Nov. 6
- Teaching & Learning Committee (2:00 p.m.)...Tues., Nov. 7
- 12 & 2nd 8-week Surveys Administered (survey results Dec. 23rd) .... Wed., Nov. 8th – Nov. 15th
- Board of Trustees Meeting (5:30 p.m.) .... Thurs., Nov. 9
- Veteran's Day (observed) (college closed) .... Fri., Nov. 10
- Summer 2024 Class Schedule Final Revisions Due to Karen G ....Mon., Nov. 13
- Educational Excellence Council (1:00 p.m.)...Wed., Nov. 15
- AA & SSAT Breakfast Meeting (8:15 a.m.) .... Thurs., Nov. 16
- Dual Credit Committee (2:00 p.m.) .... Thurs., Nov. 16
- Institutional Research (10:00 a.m.) .... Fri., Nov. 17
- Thanksgiving Vacation (college closed) ....Wed., Nov. 22 – Sat., Nov. 25
- Administrative Cabinet (2:00 p.m.) ....Tues., Nov. 28
- Assessment Committee (2:15 p.m.) ....TBD
- Distance Learning Committee (1:30 p.m.) ....TBD

DECEMBER 2023
- Curriculum Committee (Final Approval for New Certificates & Degrees) (2:30 pm) .... Mon., Dec. 4
- Fall 2024 Class Schedule Final Revisions Due to Karen G. .... Mon., Dec. 4
- Teaching & Learning Committee (2:00 p.m.)...Tues., Dec. 5
- Educational Excellence Council (1:00 p.m.).. Wed., Dec. 6
- SLPC (2:00 p.m.)..Thurs., Dec. 7
- Institutional Research Committee (10:00 a.m.) ....Fri., Dec. 8
- Board of Trustees Meeting (5:30 p.m.) ....Thurs., Dec. 14
- Final Grades Due in Records Office (10:00 a.m.) ....Fri., Dec. 15
- Fall Semester Ends..Fri., Dec. 15
- Administrative Cabinet (2:00 p.m.) .... Tues., Dec. 19
- College Closed..Dec. 20, 2023 – Jan. 1, 2024

JANUARY 2024
- Tenure Recommendations (for Feb Board Meeting).. Fri., Jan. 5
- Part-time Faculty Stipends Due to Dawn W. (10 pays starting 1/18/24 – see note on last page) ....Mon., Jan. 8
- Development Day ....Wed., Jan. 10
- Spring Classes Begin .... Thurs., Jan. 11
- Board of Trustees Meeting (5:30 p.m.) .... Thurs., Jan. 11
- Martin Luther King, Jr. Day (college closed) ....Mon., Jan. 15
- Educational Excellence Council (1:00 p.m.)..Wed., Jan. 17
- Dual Credit Committee (2:00 p.m.) .... Thurs., Jan. 18
- Overload Stipends Due to Dawn W. (1-4 pays starting 2/1/24 – see note on last page)...................................Mon., Jan. 22
- Administrative Cabinet (2:00 p.m.) ....Tues., Jan. 23

JANUARY 2024 (continued)

- Tenth Day for Spring 2024 ....Thus., Jan. 25
- Tenth Day Stipends Due to Dawn W. (9 pays starting 2/1/24 – see note on last page) ....Mon., Jan. 29
- Assessment Committee ....TBD
- Distance Learning Committee ....TBD

FEBRUARY 2024

- Summer Session Faculty Intent Forms to Deans ....Thurs., Feb. 1
- SLPC (2:00 p.m.)..Thurs., Feb. 1
- Curriculum Committee (Approval for Courses Related to a Program) (2:30 p.m.) .... Mon., Feb. 5
- Teaching & Learning Committee (2:00 p.m.).. Tues., Feb. 6
- Educational Excellence Council (1:00 p.m.).. Wed., Feb. 7
- Board of Trustees Meeting (5:30 p.m.) ....Thurs., Feb. 8
- Institutional Research Committee (10:00 a.m.) ....Fri., Feb. 9
- 1st 8-week Surveys Administered (results March 8th).. Wed., Feb. 14th – 21st
- AA & SSAT Breakfast Meeting (8:15 a.m.) ....Thurs., Feb. 15
- Dual Credit Committee (2:00 p.m.) ....Thurs., Feb. 15
- Presidents' Day (college closed) .... Mon., Feb. 19
- Educational Excellence Council (1:00 p.m.)... Wed., Feb. 21
- Administrative Cabinet (2:00 p.m.) .... Tues., Feb. 27
- Budget Requests for 2024-2025 to VPAA ....TBD
- Assessment Committee ....TBD
- Distance Learning Committee ....TBD

MARCH 2024

- Sabbatical Leave Requests due to VPAA ....Fri., Mar. 1
- eCampus Summer 2024 and Fall 2024 Textbooks Due ....Fri., Mar. 1
- Curriculum Committee (2:30 p.m.)... Mon., Mar. 4
- Teaching & Learning Committee (2:00 p.m.)..Tues., Mar. 5
- Mid-Term (16 week) .... Wed., Mar. 6
- Educational Excellence Council (1:00 p.m.).. Wed., Mar. 6
- SLPC (2:00 p.m.)..Thurs., Mar. 7
- Development Day (no classes)...Fri., Mar. 8
- Career Expo...Fri., Mar. 8
- Institutional Research Committee (10:00 a.m.) ....Fri., Mar. 8
- Board of Trustees Meeting (5:30 p.m.) ....Thurs., Mar. 14
- Spring Break for Faculty & Students...Mon., Mar. 11 - Sat., Mar. 16
- Spring Break for Staff (college closed)... Fri., Mar. 15 - Sat., Mar. 16
- Second 8-week Classes Begin .... Mon., Mar. 18
- 2nd 8 Weeks' Stipends Due to Dawn W. (5 pays starting 3/28/24 – see note on last page) .... Mon., Mar. 18
- Summer 2024 & Fall 2024 Registration for Project Success & Veterans... Tues., Mar. 19
- Educational Excellence Council (1:00 p.m.).. Wed., Mar. 20
- Dual Credit Committee (2:00 p.m.) ....Thurs., Mar. 21
- Administrative Cabinet (2:00 p.m.) .... Tues., Mar. 26
- 14- & 16-week Surveys Administered (survey results May 17th)....................................... Wed., Mar. 27th – Apr. 3rd
- Spring 2025 Class Schedule Work Day (Dean's Meeting .... Wed., Mar. 27
- Assessment Committee ....TBD
- Distance Learning Committee ....TBD
- Budget Requests for 2023-2024 from VPAA to Business Services ....TBD

APRIL 2024

- Curriculum Committee (2:30 p.m.)... Mon., Apr. 1
- Teaching & Learning Committee (2:00 p.m.)... Tues., Apr. 2
- Summer 2024 Registration Begins... Wed., Apr. 3
- Educational Excellence Council (1:00 p.m.).. Wed., Apr. 3

APRIL 2024 (continued)
- SLPC (2:00 p.m.)..Thurs., Apr. 4
- Last Day for Student Withdrawal for 16-week Classes... Tues., Apr. 9
- Fall 2024 Registration Begins..Thurs., Apr. 11
- Board of Trustees Meeting (5:30 p.m.) ....Thurs., Apr. 11
- Institutional Research Committee (10:00 a.m.) ....Fri., Apr. 12
- Educational Excellence Council (1:00 p.m.)... Wed., Apr. 17
- 12 & 2nd 8-week Surveys Administered (survey results May 17th) .... Wed., Apr. 17th – Apr. 24th
- AA & SSAT Breakfast Meeting (8:15 a.m.) ....Thurs., Apr. 18
- Dual Credit Committee (2:00 p.m.) ....Thurs., Apr. 21
- Administrative Cabinet (2:00 p.m.) .... Tues., Apr. 23
- Assessment Committee ....TBD
- Distance Learning Committee ....TBD

MAY 2024
- Educational Excellence Council (1:00 p.m.)... Wed., May 1
- SLPC (2:00 p.m.)..Thurs., May 2
- Curriculum Committee (2:30 p.m.)... Mon., May 6
- Teaching & Learning Committee (2:00 p.m.).. Tues., May 7
- Board of Trustees Meeting (5:30 p.m.) ....Thurs., May 9
- Institutional Research Committee (10:00 a.m.) ....Fri., May 10
- Spring 2025 Class Schedule Due .... Mon., May 13
- Final Grades Due in Records Office (10:00 a.m.)... Wed., May 15
- Commencement (semester ends) ....Sat., May 18
- Summer Schedule A Begins .... Mon., May 20
- Summer Schedule A Stipends Due to Dawn W. (2 pays starting 6/6/24 – see note below) ....Fri., May 24
- Memorial Day (college closed) .... Mon., May 27
- Administrative Cabinet (2:00 p.m.) ....Tues., May 28

JUNE 2024
- Summer Schedule B Stipends Due to Dawn W. (5 pays starting 6/20/24 – see note below) ....Mon., June 10
- Summer Schedule C Stipends Due to Dawn W. (4 pays starting 6/20/24 – see note below) ....Mon., June 10
- Summer Schedule A Ends ....Tues., June 11
- Summer Schedules B & C Begin...Wed., June 12
- Summer Schedule A Grades Due (10:00 a.m.).. Thurs., June 13
- Board of Trustees Meeting (5:30 p.m.) .... Thurs., June 13
- College Closed on Fridays begins.. Fri., June 14
- Juneteenth (college closed)..Wed., June 19
- Administrative Cabinet (2:00 p.m.) ....Tues., June 25

JULY 2024
- Independence Day (college closed) ....Thurs., July 4
- Board of Trustees Meeting (5:30 p.m.) ....Thurs., July 11
- Summer Schedule C Ends ....Thurs., July 25
- Summer Schedule C Grades Due (10:00 a.m.)... Mon., July 29
- Administrative Cabinet (2:00 p.m.) .... Tues., July 30

August 2024
- Summer Schedule B Ends .... Thurs., Aug. 8
- Summer Schedule B Grades Due (10:00 a.m.)... Fri., Aug. 9

Note: Stipend dates are considered a guide only. For any class that begins or ends outside of the normal schedule, please verify the correct number of pays with the payroll office.