

2017-2018 Academic Deadlines

Action	Arts & Sciences Due Date
Tenure & Promotion; candidates submit applications to dept chair	September 5, 2017
Position Description for Graduate & Academic Staff	Retain in Dept (see #1 below)
AY 17-18 Equipment Requests	October 2, 2017
Academic Record Supplements via Digital Measures	October 2, 2017
Tenure & Promotion; chair decisions made	October 16, 2017
Tenure & Promotion; submit to Blackboard	October 20, 2017
Developmental Leave Applications	October 23, 2017
Faculty Evaluations & Special Appts (includes tenure-track, annual & triennial)	November 17, 2017
Graduate & Academic Staff Evaluations	Retain in Dept (see #1 below)
Adjunct Faculty List	TBA by VPAA (antic Nov/Dec)
Emeritus Nominations	TBA (based on VPAA due date)
Staff Performance Evaluations	TBA by HR (antic March 1); send to A&S for review
Department Chair Self-Evaluations	January 31, 2018
Chester Fritz Professor Nominations	TBA (based on VPAA due date)
Position Description/Page 2 of Contract	April 16, 2018
Tenure & Promotion; notice of intent to chair & Dean's office	April 16, 2018
Chair Election Results	March 15, 2018

UND Policy states that all instructional staff must be evaluated.

(CHANGES EFFECTIVE AY 2010-2011)

1) Position description and evaluation forms for graduate students and part-time academic staff no longer must come to A&S for review. However, it is still the responsibility of each department to outline job expectations (via position description form or letter of understanding), conduct proper evaluations and maintain documentation which can be provided to administration upon request.

2017-2018 Arts & Sciences Research Initiative Deadlines

Research Initiative	Due Date	Awards Announced	Award Date	Award Spent	Final Report Due
Fine Arts & Humanities Scholarship	October 6, 2017	November 3, 2017	January 1, 2018 (start)	December 31, 2018	January 31, 2019
Undergraduate Research/Creative Activity	October 20, 2017	November 17, 2017	January 1, 2018 (start)	August 15, 2018	October 15, 2018
Applied Research	October 27, 2017	November 17, 2017	January 1, 2018 (start)	December 31, 2018	January 31, 2019
Faculty Grant Writing	November 9, 2017	December 7, 2017	Fall buyout 8/16-12/31/18 Spring buyout 1/1-5/15/19	N/A	Fall: prop. subm. 9/30/19 Spr: prop. subm. 2/15/20