

## Faculty Important Dates to Remember, Fall Terms 1 and 2, 2020\*

\*Please also see the [Registrar's Calendar](#) and the Chaplain's Office [Calendar of Religious Holy Days](#) Materials are due by 5:00 PM unless otherwise noted.

**Deadlines reflected are subject to change. *Dates in red italics have not been confirmed.***

### FALL 2020

#### AUGUST 2020

- 10-28 Fall 1 online Add/Drop period
- 10-Oct 28 Fall 2 online Add/Drop period
- 21 All student work due for internships, directed summer research, including 499 (MAP)
- 21 Final applications for Fall 1 and 2 Individual Studies (Plus-2, 297, 299, 387, 397, 399, 499).
- 26 Department Chairs' Retreat
- 28 Faculty Meeting, 9:00 AM (*NOTE start time*)
- 28 [NEH Summer Stipend](#) and Mellon New Directions Proposals due
- 31 Fall 1 Classes begin
- 31-Sept 8 Fall 2 Add/Drop period for ALL students (via email: Registrar@grinnell.edu)

#### SEPTEMBER

- 1 Summer 299 and 499 (MAP) reports due from faculty
- 1 Faculty Meeting, 11:25 a.m. *Election of members (4) of Personnel Appeals Board*
- 4 Final Grades for Summer Research due by 5:00 p.m.
- 7 Course-embedded Student Research requests due
- 7 Proposals for Curricular Development, Fall Faculty-Faculty Tutorial, Course-Related Field Trip, Classroom Visitors, Teaching & Learning Discussion Group, Faculty Weekend Seminar, Proposals for workshops, courses, and seminars to develop new teaching competencies, and Faculty Travel requests for professional meetings relating to teaching due (ISC/AssocDean)
- 7 Labor Day: Offices closed
- 8 Assistant Professors notify Dean's Office and Department Chair of intent to submit application for Research Leave
- 8 Confirm Fall 1 Attendance
- 8 Last day to add a Fall 1 course/audit, drop a course without transcript entry, change audit/credit status
- 8 Last day to add a "plus-2"
- 9-Sept 25 Course may be withdrawn with a W transcript entry
- 11 Department Chairs submit New Course proposals and course changes for spring schedules to division chair
- 15 Division Meetings, 11:25
- 15 Fulbright Scholar Program applications due (to Fulbright)
- 15 Deadline to apply for Writing Mentors for F2 courses (T. Turk)
- 22 Faculty Meeting, 11:25 a.m.
- 23 NEH Summer Stipend final applications due (to NEH)
- 25 Draft Spring course schedules go to department/concentration chairs for review (from Registrar)
- 25 Division Chairs notify Registrar/Dean of New Course proposals and course changes
- 28 Last day to withdraw from a course with a "W" transcript entry
- 28 Last day to elect S/D/F grading
- 28 Mellon New Directions final applications due (to Mellon)
- 29 Department Chair Meeting, 11:25
- 30 ACLS Fellowship applications due (to ACLS)

#### OCTOBER

- 1 Fall Interim Review Dossiers due (from Dept. Chairs to T. Phipps)
- 6 Faculty Meeting, 11:25 a.m.
- 9 Departments submit corrected spring schedule to Registrar
- 9 Department Chairs submit special topic proposals for spring term to Registrar's Office
- 9 Grinnell Lecture nominations due
- 13 Division Meetings, 11:25

- 16 Last day of Fall 1 classes
- 19 Finals Reading Day
- 20 Faculty Meeting, Noon (note time change)
- 20-21 [Finals](#)
- 21 Last day to request an Incomplete
- 21 Last Day of the Fall 1 Term
- 21 Coursework due by 11:59 p.m. Central Time
- 22-28 Fall Term Transition
- 28 Deadline for [Inscriptions for the Future](#) Nominations
- 28 Grades for Fall 1 due in Registrar's Office
- 29 First day of Fall 2 classes
- 29-Nov 6 Fall 2 Add/Drop period for all students (via email to Registrar@grinnell.edu)

## NOVEMBER

- 1 Deadline to apply for Writing Mentors for S1 and S2 courses (T. Turk)
- 1 Daylight Savings ends. Set clocks back one hour.
- 2 Pre-registration information sent to academic advisers (Registrar's Office)
- 2 Last day to declare a major before preregistration
- 2 Winter Break [Faculty-Faculty Tutorial](#) applications due (ISC/AssocDean)
- 2 Curricular Development proposals, Faculty Travel requests for professional meetings relating to teaching, Proposals for workshops, courses, and seminars to develop new teaching competencies due (ISC/AssocDean)
- 2 Course-embedded Student Research requests due
- 3 Faculty Meeting, 11:25 a.m.
- 6 Last day to add a Fall 2 course/audit, drop a course without transcript entry, change audit/credit status
- 9-30 Courses may be withdrawn with a "W" transcript entry
- 7 *Convocation proposals due (Conference Operations)*
- 9 Term Faculty Staffing Proposals due (to R. Kelley)
- 9 [Research Leave proposals](#) for 2021-22 due (to R. Kelley)
- 9 [Sabbatical Leave proposals](#) for 2021-22 due (to R. Kelley)
- 10 Division Meetings, 11:25
- 12-20 Pre-registration for Spring 1 and Spring 2
- 16 Fall Complete Review Dossiers due (from Dept. Chairs to T. Phipps)
- 17 Faculty Meeting, 11:25 a.m.
- 23 Spring MAP/IS applications due
- 24 Department Chair Meeting, 11:25
- 26 Thanksgiving Break – no classes (NOTE: Classes will be held Friday, Nov. 27)
- 30 Last day to withdraw from a course with W transcript entry
- 30 Last day to elect S/D/F grading

## DECEMBER

- 1 *Competitive Grant applications due (Dean's Office)*
- 1 Tenure Review Dossiers due (from Dept. Chairs to T. Phipps)
- 1 Faculty Meeting, 11:25 a.m.
- 2 Reading Day
- 8 Division Meetings, 11:25
- 15 Faculty Meeting, 11:25 a.m.
- 17 Last day of Fall 2 classes
- 18 Finals Reading Day
- 21-22 Finals
- 22 Last day to request an Incomplete for Fall 2
- 22 Last Day of the Fall 2 Term
- 22 Department Chair Meeting, 11:25

**JANUARY 2021**

4 Grades for Fall 2 due in Registrar's Office **by 12:00 NOON**