

**OFFICE OF THE PROVOST AND VICE CHANCELLOR  
FOR ACADEMIC AFFAIRS  
2021-2022 Planning Calendar  
(July 1, 2021 – June 30, 2022)**

<b><u>Date</u></b>	<b><u>Item Description</u></b>
<b><u>July 2021</u></b>	
July 1	Deadline for Fall 2021 Graduate Assistantship contracts due to Graduate School
July 15	Changes to NTT faculty Tentative Workload Assignment must be made before this date (see Section 13.03 of the current CBA)
July 15	BOT Meeting, Southern Illinois University Carbondale
July 29	Summer Grading Opens
July 29-30	Summer Session Final Exams
July 30	Summer Session Ends
July 31	Additions/Deletions Report due to IBHE
<b><u>August 2021</u></b>	
August 2–16	College/School Workshops for new Graduate Assistants
August 4	Summer Semester Final Grades due at 8:00 am
August 4	IPEDS Registration Opens – Registration; Report Mapping; Institution ID; IC – Header
August 7	Summer 2021 Student Employment Ends
August 8	Fall 2021 Student Employment Begins
August 15	Self Studies due from Programs scheduled for review in 2021-22
August 16	HEIS Data Collection, Summer Enrollment AY 2020-2021 Open Date
August 16	HEIS Data Collection, Graduation (July 1, 2020 – June 30, 2021) Open Date
August 16	Fall Semester begins
August 23	HEIS Data Collection, Dual Credit and Remedial/Co-Requisite Course Assignment Collection AY 2020-2021 Open Date
August 25	Deadline for receipt of Graduate Scholarship Program Applications for Fall Semester 2021
August 27	HEIS Data Collection, Spring Enrollment AY 2020-2021 (include Winter Term if on Trimesters or Quarters) Close Date
<b><u>September 2021</u></b>	
September 1	IPEDS Fall Collection Opens – Institutional Characteristics; Completions; 12-Month Enrollment
September 2	Assembly of Fellows
September 9	Graduate School Workshop for new Graduate Assistants
September 10	Deadline to apply for December 2021 Graduation
September 15-16	Workshop for Directors of Graduate Studies
September 16	BOT Meeting, SIU Edwardsville School of Dental Medicine, Alton
<b><u>October 2021</u></b>	
October 1	Catalog and Programs Changes (Forms 90 & 90A) requesting additions/deletions modifications of courses and changes to program descriptions and/or requirements; Course Specific Fee Requests (formerly Form 100s) requesting changes for fee-based graduate or undergraduate-level courses due to Associate Provost for Academic Programs' Office

<b><u>Date</u></b>	<b><u>Item Description</u></b>
October 4	Sabbatical reports for all represented faculty whose sabbatical ended in the prior semester due to Chair/Director (see Section 15.03.g. of the current CBA; Reports due by beginning of week 8 of semester).
October 8	HEIS Data Collection, Graduation FY (July 1, 2020 – June 30, 2021) Close Date
October 10	HEIS Data Collection, Summer Enrollment AY 2020-2021, Close Date
October 13	IPEDS Fall Collection Closes
October 15	Program Assessment Plans due every four years; Plans due for those in 4 <sup>th</sup> year of cycle.
October 15	Program Assessment Reports due for all SIU Programs.
October 16	Homecoming
October 29	HEIS Data Collection, Dual Credit and Remedial/Co-Requisite Course Assignment Collection AY 2020-2021 Close Date
<b><u>November 2021</u></b>	
November 1	Chancellor's and University Excellence Scholarship applications are due to the Academic Scholarship Office
November 1	Sabbatical leave applications for FY23 due to Office of the Associate Provost for Academic Administration
November 1	Sabbatical reports for all represented Faculty whose sabbatical ended in the prior semester due to Office of the Associate Provost for Academic Administration (electronic submission)
November 12	Promotion and/or Tenure dossiers due to Office of the Provost and Vice Chancellor. (Electronic submissions)
November 15	Deadline for receipt of Graduate School Tuition Scholarship Applications for Spring Semester 2022
November 24	Outstanding Thesis Award Nominations due to Dean of Graduate School
November 30	Service and Retirement Awards for Faculty and Staff
<b><u>December 2021</u></b>	
December 1	NTT Re-Employment Notification: Departments must notify non-continuing NTT faculty of a decision to re-employ or not re-employ as a NTT faculty member for the following spring semester (see Section 9.02 of the current CBA)
December 1	Graduate Assistant Re-Employment Notification: Departments must notify a Graduate Assistant of a decision to re-employ or not re-employ as a Graduate Assistant for the following spring semester
December 1	Deadline date for Spring 2022 Graduate Assistantship contracts due to Graduate School
December 2	BOT Meeting, Southern Illinois University Carbondale
December 6	Fall Grading Opens
December 6-10	Fall Semester Final Exams
December 8	IPEDS Winter Collection Opens – Student Financial Aid; Graduation Rates; 200% Graduation Rates; Admissions; Outcome Measures
December 8	IPEDS Spring Collection Opens –Fall Enrollment; Finance; Human Resources; Academic Libraries
December 10	Fall Semester ends
December 10	Full-time and Part-time NTT Faculty member if eligible must receive notification of non-reappointment or conversion to continuing decision (see Section 9.03 of the current CBA)

<b>Date</b>	<b>Item Description</b>
December 10	Sabbatical Reports for all non-represented faculty whose sabbatical ended in the prior semester due to Chair/Director (see Section V.G. of the leaves/Absence Policy for Faculty and A/P)
December 10	Academic Excellence Reception
December 11	Fall Commencement
December 11	Last day for Fall 2021 Student Employment
December 12	First day for Spring 2022 Student Employment
December 13	Winter Session Begins
December 15	Fall Semester Final Grades due at 8:00 am
December 31	Cost Study to IBHE – Discipline Cost Study; Faculty Credit Hour Study; Induced Course Load Matrix; Form C
<b>January 2022</b>	
January 9	Winter Intersession Ends
January 10	HEIS Data Collection, Fall Enrollment AY 2021-2022 Open Date
January 10	Spring Semester begins
January 14	Doctoral and Morris Graduate Fellowship nominations due to Graduate School
January 21	Master’s Fellowship nominations due to Graduate School
January 21	Graduate Dean’s Fellowship applications/nominations due to Graduate School
January 21	PROMPT assistantship applications/nominations due to Graduate School
January 21	Native American Scholarship applications due to Graduate School
January 21	Outstanding Dissertation Award nominations due to Dean of the Graduate School
January 28	Creative Activity Award (through REACH) application deadline: 11:59pm on January 28th
January 28-29	Chancellor Scholarship Interview Weekend
January 31	AAUP (American Association of University Professors) Faculty Compensation Survey
<b>February 2022</b>	
February 4	Graduate School 3MT Competition (tentative)
February 6	Spring 2022 Graduation Application Deadline
February 9	IPEDS Winter Collection Closes
February 16-17	Workshop for Directors of Graduate Studies
February 28	Sabbatical reports for all represented faculty whose sabbatical ended in the prior semester due to Chair/Director (see Section 15.03.g. of the current CBA; Reports due by beginning of week 8 of semester).
<b>March 2022</b>	
March 18	Dissertation Research Assistantship Award (DRA) nominations due to Colleges (colleges may have earlier deadline)
March 25	Sabbatical reports for all represented Faculty whose sabbatical ended in the prior semester due to Office of the Associate Provost for Academic Administration (electronic submission)
March 28	Provost Scholarship Interviews
March 30	The Higher Learning Commission Annual Institutional Data Update

<b><u>Date</u></b>	<b><u>Item Description</u></b>
<b><u>April 2022</u></b>	
April TBD	State of the University Address - SIU Chancellor
April 1	Deans respond to internal and external Program Review reports and departmental response. Memos due in Provost Office, including the office of the Associate Provost for Academic Programs
April 1	Administrative/Professional Annual Performance Evaluations to Labor and Employee Relations prior to April 1
April 1	Dissertation Research Assistantship Award (DRA) nominations due to Graduate School
April 2	Honors Day
April 6	IPEDS Spring Collection Closes
April 14	Research and Creative Activities Forum
April 15	Cost Study Internal Comparative Studies – Normative; Faculty Load Program Review
April 15	Deadline for receipt of Graduate School Tuition Scholarship Applications for Summer Semester 2022
April 15	2022 HEIS Fall Enrollment Data Collection, AY 2021-2022 Close Date
<b><u>May 2022</u></b>	
May 1	NTT Re-Employment Notification: Departments must notify non-continuing NTT faculty of a decision to re-employ or not re-employ as a NTT faculty member for the following spring semester (see Section 9.02 of the current CBA)
May 1	Graduate Assistant Re-Employment Notification: Departments must notify Graduate Assistants of a decision to re-employ or not to re-employ as a Graduate Assistant for the following fall and spring semesters
May 1	Deadline for Summer 2022 Graduate Assistantship contracts to be submitted to Graduate School
May 1	Tentative Workload Assignments must be issued to full time or continuing appointment NTT faculty member (see Section 13.03 of the current CBA)
May 1	Annual evaluations (aka pre-tenure review letters) due to Tenure-track Faculty (see Section 13.02 of current CBA)
May 2	Spring Grading opens
May 2-6	Spring Semester Final Exams
May 6	Spring Semester Ends
May 6	All workload assignment meetings for Faculty and approved workload assignments (except Library Affairs) to have been completed prior to end of semester (see Section 8.02.c. of the current CBA)
May 6	Full-time and Part-time NTT Faculty members if eligible must receive notification of non-appointment or conversion to continuing decision (see Section 9.03 of the current CBA)
May 6	Sabbatical Reports for all non-represented faculty whose sabbatical ended in the prior semester due to Chair/Director (see Section V.G. of the Leaves/Absences for Faculty and A/P policy)
May 6	Academic Excellence Reception
May 6	Annual review of NTT faculty member who has completed at least one semester due by this date (see Section 11.02.a of the current CBA)
May 7	Spring Commencement
May 9	Intersession Begins
May 11	Spring Semester Final Grades due by 8:00 am
May 14	Last day for Spring 2022 Student Employment

<b><u>Date</u></b>	<b><u>Item Description</u></b>
May 15	First day for Summer 2022 Student Employment
May 23	HEIS Data Collection, Spring Enrollment AY 2021-2022 (include Winter Term if on Trimesters or Quarters) Open Date
May 27	Sabbatical reports for all non-represented faculty whose sabbatical ended in the prior semester due to Office of the Associate Provost for Academic Administration (electronic submission)
<b><u>June 2022</u></b>	
June 10	Intersession Ends
June 13	Summer Session Begins
June 24	Summer 2022 Graduation Application Deadline
June 30	All workload assignment meetings and approved workload assignments for Library Affairs tenured/tenure-track Faculty to have been completed by the end of the fiscal year (see Section 8.02.d. of the current CBA)