UCA ACADEMIC TIMETABLE 2023-2024

To aid in planning for faculty, the following deadlines for selected administrative tasks have been established.
If a due date falls on a weekend or holiday, the due date becomes the next business day.

ADMINISTRATIVE TASK / INFO (See also Academic Calendar and Student Course Experience Survey Schedule)	DEADLINE	OTHER INFORMATION
		Faculty Handbook for additional information.
Department Committee	9/1/2023	Refer to Chapter 3 of the current Faculty Handbook for additional information.
Department Chair	10/1/2023	
College Committee	10/15/2023	
Dean	12/1/2023	
Provost	1/15/2024	
Promotion of Lecturers/Clinical Instructors/Laboratory Instructors		Refer to Chapter 3 of the current Faculty Handbook for additional information.
Department Committee	9/1/2023	
Department Chair	10/1/2023	
Dean	12/1/2023	
Provost	1/15/2024	
Registration Schedule Spring 2024 Due to Registrar	9/12/2023	
Registration Schedule Spring 2024 Viewable in Self-Service	9/13/2023	
URC Faculty Research Proposals for Fall		See uca.edu/urc/.
Department Chair		

Department Chair	9/26/2023	
Dean	10/3/2023	
Graduate Dean	10/10/2023	
Provost	11/11/2023	
Progress Reporting Opens via Navigate	9/22/2023	
Faculty Development Grant Proposals	9/29/2023	Contact CETAL (450-5240) for more information.
Annual Reports		

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