

Faculty Critical Dates and Deadlines for the Academic Year

August

Deadline for Summer B/C grades is noon on the Monday after Summer B/C classes end
Mid-August—DCP Faculty Meeting and State of the College Address by the Dean

September

October

Mid-October—Deadline to submit dossier for International Educator Awards (Senior and Junior Faculty)
31— Submit textbook information for Spring Courses at <http://www.textadoption.ufl.edu/>
or submit to Marsha Phillips at mjphillips@dcp.ufl.edu

November

mid-November—nominations close for teacher/adviser of the year
Encourage students to complete Fall online faculty evaluations

December

1—Deadline to submit Spring syllabi to academic unit liaison*
Early December—deadline for submitting DCP Teacher/Adviser of the Year Award dossier
Deadline for Fall grades is noon on the Monday after Finals Week

January

Early January—deadline for submitting DCP Service Learning Award dossier
15—Chairs or directors will provide faculty with form or format for submitting annual report

February

DCP Research Showcase

March

1—Faculty Activity Reports due to chair/director no later than March 1
15— Submit textbook information for summer and fall courses at <http://www.textadoption.ufl.edu/> or
submit to Marsha Phillips at mjphillips@dcp.ufl.edu
Deadline for submitting DCP Faculty Service Award dossier

April

Encourage students to complete Spring online faculty evaluations

May

1—Draft of Annual Evaluations due to faculty from chairs/directors
1—Deadline to submit Summer and Fall syllabi to academic unit liaison*
Deadline for Spring grades is noon on the Monday after Finals Week

June

Encourage students to complete Summer A online faculty evaluations
Deadline for Summer A grades is noon on the Monday after Summer A classes end

July

Encourage students to complete Summer B/C online faculty evaluations

*Academic Unit Liaisons for Syllabi Submittal:

ARC—Barefield	IND—Traylor
BCN—Green	LAA—N/A
DCP (PhD)—Dejong	SBE—Wehle
HP—Lavernia	URP—Littles