



Vice President for Academic Affairs

## **Syllabus Deadlines for 2021-2022**

### **Deadlines for Summer 2021 course syllabus submissions:**

Monday, March 29 – All summer syllabi available to faculty for editing.

Friday, April 9 – All summer syllabi due from faculty to chairs in Simple Syllabus for review. Chairs review and return syllabi to faculty for revision as needed.

Monday, April 19 – Chairs approve all syllabi in Simple Syllabus; those syllabi are routed to the Academic Assessment Committee for review.

Friday, April 30 – Academic Assessment Committee completes the review of syllabi; chairs notify faculty of syllabi needing revisions.

Friday, May 7 – Revised syllabi due from faculty to chairs for final review and approval by the Academic Assessment Committee.

Monday, May 17 – All syllabi reviewed, approved by chairs and the Academic Assessment Committee, and ready for Summer 2020. Students can access all Summer 2020 syllabi in Simple Syllabus.

### **Deadlines for Fall 2021 course syllabus submissions:**

Monday, March 29 – All fall syllabi available to faculty for editing.

Friday, May 7 – All Fall 2021 syllabi (8-week *and* 16-week) due from faculty to chairs in Simple Syllabus for review. Chairs review and return syllabi to faculty for revision as needed.

Friday, June 11 – Chairs approve all 8-weeks syllabi in Simple Syllabus; those syllabi are routed to the Academic Assessment Committee for review.

Friday, July 9 – Academic Assessment Committee completes the review of 8-week syllabi; chairs notify faculty of syllabi needing revisions.

Friday, July 16 – Chairs approve all 16-weeks syllabi in Simple Syllabus.

Monday, August 9 – Revised 8-week course syllabi due from faculty to chairs for final review and approval by the Academic Assessment Committee.

Monday, August 16 – All syllabi reviewed, approved by chairs and the Academic Assessment Committee, and ready for Fall 2021. Students can access all Fall 2021 syllabi in Simple Syllabus.

**Deadlines for Spring 2022 course syllabus submissions:**

Monday, November 1 – All spring syllabi available to faculty for editing.

Friday, November 12 – All syllabi (8-week *and* 16-week) due from faculty to chairs in Simple Syllabus for review. Chairs review and return syllabi to faculty for revision as needed.

Monday, November 22 – Chairs approve all 8-weeks syllabi in Simple Syllabus; those syllabi are routed to the Academic Assessment Committee for review.

Monday, November 29 – Chairs approve all 16-week syllabi in Simple Syllabus.

Friday, December 3 – Academic Assessment Committee completes the review of 8-week syllabi; chairs notify faculty of syllabi needing revisions.

Friday, December 10 – Revised 8-week syllabi due from faculty to chairs for final review and approval by the Academic Assessment Committee.

Monday, December 20 – All syllabi reviewed, approved by chairs and the Academic Assessment Committee, and ready for Spring 2022. Students can access all Spring 2022 syllabi in Simple Syllabus.