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**FALL**

<b>Date</b>	<b>Event</b>	<b>Time</b>	<b>Location</b>
<b>August 24<sup>th</sup></b>	<b>Classes Begin</b>		
August 28 <sup>th</sup>	College-wide Faculty & Staff Meeting	2:00 – 3:30 pm	Zoom
August 31 <sup>st</sup> – Sept 4 <sup>th</sup>	Arts Pass 101	Multiple	Multiple
September 4 <sup>th</sup>	<i>Faculty Position Requests due to Dean's Office by 5:00 pm</i>		
September 4 <sup>th</sup>	RPT Training for Dept/School RPT Chairs, Chairs/Directors, & Admins	2:00 – 3:00 pm	Zoom
September 9 <sup>th</sup>	College Curriculum Committee Meeting (Training)	1:00 – 2:15 pm	Zoom
September 18 <sup>th</sup>	College Council Meeting	2:00 – 4:00 pm	Zoom
September 25 <sup>th</sup>	Faculty Counsel Committee (FCC) Meeting	2:00 – 4:00 pm	Zoom
September 25 <sup>th</sup>	<i>FAF Grants Emailed Proposals Due to SAC/FAF Grant Reps by 5:00 pm</i>		
<b>Sept 27<sup>th</sup> – Oct 11<sup>th</sup></b>	<b>Online Classes</b>		
September 30 <sup>th</sup>	CFA Gala – Watch Party	7:00 – 8:30 pm	Online
October 1 <sup>st</sup>	Staff Review - Phase 1 Completion Deadline		
October 1 <sup>st</sup>	Career-line Review Training Meeting for Chairs/Directors, DRC Chairs, & Admins	2:00 – 3:30 pm	Zoom
October 9 <sup>th</sup>	<i>FAF Grants Emailed Proposals Due to Dean's Office by 5:00 pm</i>		
October 16 <sup>th</sup>	<i>URC Faculty Fellow Applications due to Department Office by 5:00 pm</i>		
October 23 <sup>rd</sup>	FAF Grants Funding & Policy Virtual Meeting	3:00 pm – end	Zoom
October 23 <sup>rd</sup>	<i>URC Faculty Fellow Applications due to Dean's Office by 5:00 pm</i>		
November 10 <sup>th</sup>	College RPT Committee Pre-Meeting	2:00 – 3:00 pm	Zoom
November 13 <sup>th</sup>	College Council Meeting	2:00 – 4:00 pm	Zoom
November 15 <sup>th</sup>	<i>CFA Grant Applications Due to Dean's Office by 5:00 pm</i>		
November 23 <sup>rd</sup> & 24 <sup>th</sup>	College RPT Committee Meeting	1:00 – 5:00 pm each day	Zoom
November 30 <sup>th</sup>	CFA Faculty Grants Committee Mtg	3:00 – 5:00 pm	Zoom
<b>November 30<sup>th</sup> – December 3<sup>rd</sup></b>	<b>Online Classes</b>		
December 1 <sup>st</sup>	<i>CFA Research Incentive Seed Grant Applications due to Dean's Office by 5:00pm</i>		
<b>December 3<sup>rd</sup></b>	<b>Classes End</b>		
December 4 <sup>th</sup>	College Curriculum Committee Meeting	2:00 – 5:00 pm	Zoom
<b>December 7<sup>th</sup> – 11<sup>th</sup></b>	<b>Online Final Exams</b>		
<b>December 21<sup>st</sup></b>	<b>Grades Due</b>		

## SPRING

<b>Date</b>	<b>Event</b>	<b>Time</b>	<b>Location</b>
<b>January 19<sup>th</sup></b>	<b>Classes Begin</b>		
January 12 <sup>th</sup>	BTSALP Arts Ed Research Symposium	8:30 – 12:30 pm	SAEC
January 22 <sup>nd</sup>	<i>Dee Grant Applications Due by 5:00 pm</i>		
January 29 <sup>th</sup>	Tenured Faculty Review (TFR) Training for Chairs/Directors, RPT Chairs & Admins	2:00 – 3:30 pm	Zoom
January 29 <sup>th</sup>	<i>FAF Grants Emailed Proposals Due to SAC/FAF Grant Reps by 5:00 pm</i>		
January 29 <sup>th</sup>	CFA Faculty Grants Committee Mtg	3:30 – 5:00 pm	Zoom
February 1 <sup>st</sup>	<i>Staff Review Period Begins</i>		
February 10 <sup>th</sup>	<i>FAF Grants Emailed Proposals Due to Dean's Office by 5:00 pm</i>		
February 15 <sup>th</sup>	<i>FAR/U-CV Deadline</i>		
February 26 <sup>th</sup>	College Council Meeting	2:00 pm – 4:00 pm	TBD
February 26 <sup>th</sup>	<i>CFA Grant Applications Due to Dean's Office by 5:00 pm</i>		
February 26 <sup>th</sup>	FAF Grants Funding & Policy Virtual Meeting	After College Council meeting	Zoom
February 27 <sup>th</sup>	ArtsLINK Conference	8:30 – 2:00 pm	SAEC
March TBD	<i>Unit Nominations for Academic Excellence/Utah Flagship 4-year Scholarship Awards Due to Dean's Office by 5:00 pm</i>		
March TBD	<i>Unit Nominations for T53 Scholarship Nominations Due to Dean's Office by 5:00 pm</i>		
<b>March 1<sup>st</sup> – 14<sup>th</sup></b>	<b>Online Classes – Circuit Breaker</b>		
March 1 <sup>st</sup>	<i>Faculty &amp; Staff Excellence Award Nominations Due to Dean's Office by 5:00 pm</i>		
March 1 <sup>st</sup>	<i>Unit Nominations for Outstanding Seniors Due to Dean's Office by 5:00 pm</i>		
March 5 <sup>th</sup>	<i>Student Deadline for FAAB Scholarship Application</i>		
March 5 <sup>th</sup>	<i>Student Deadline for Fine Arts House Scholarship Application</i>		
March 12 <sup>th</sup>	CFA Faculty Grants Committee Mtg	3:00 – 4:30 pm	Zoom
March 19 <sup>th</sup>	<i>Unit Nominations for FAAB Scholarship Due to Dean's Office by 5:00 pm</i>		
March TBD	ArtsForce Networking Event	TBD	TBD
March 19 <sup>th</sup>	<i>Student Applications for CFA Convocation Speaker Due to Dean's Office</i>		
March 24 <sup>th</sup>	<i>Student Deadline for CFA Siciliano/Ware/Summer Study Scholarship Applications</i>		
March 26 <sup>th</sup>	Faculty Counsel Committee (FCC) Meeting (as needed)	2:00 pm – 4:00 pm	TBD
March or April TBD	Staff Conference	TBD	TBD
April 1 <sup>st</sup>	<i>U of U Endowed Beverley Taylor Sorenson Arts Learning Program Undergraduate Fellowship Application Due to Arts Ed Committee</i>		
April 2 <sup>nd</sup>	College Curriculum Committee Meeting	1:00 – 3:00 pm	TBD
April TBD	Staff Excellence Award Committee Mtg	TBD	TBD
April TBD	Faculty Excellence Award Committee Meeting	TBD	TBD
April 23 <sup>rd</sup>	<i>Faculty Committee Names for 2021-22 Due to Dean's Office by 5:00 pm</i>		
April 23 <sup>rd</sup>	College Council Meeting	2:00 – 4:00 pm	TBD
April 27 <sup>th</sup>	<i>TFR &amp; 1<sup>st</sup> Year Administrative Reviews Due to Dean's Office by 5:00 pm</i>		
<b>April 27<sup>th</sup></b>	<b>Classes End</b>		
April 28 <sup>th</sup>	Convocation Volunteers Meeting	3:00 pm – 4:30 pm	TBD
April 30 <sup>th</sup>	<i>Staff Review Period Ends</i>		
May 6 <sup>th</sup>	University Commencement	6:30 pm	Huntsman Center
May 7 <sup>th</sup>	CFA Convocation	TBD	Kingsbury Hall
<b>May 17<sup>th</sup></b>	<b>Grades Due</b>		

## SUMMER

<b>Date</b>	<b>Event</b>	<b>Time</b>	<b>Location</b>
<b>May 17<sup>th</sup></b>	<b>Classes Begin</b>		
June 12 <sup>th</sup>	MAT-FA Orientation	9:00 – 12:00 pm	SAEC
<b>August 4<sup>th</sup></b>	<b>Classes End</b>		

## Important Dates for Retention, Promotion & Tenure (RPT):

### Formal/Informal Reviews (Pre-tenure):

- Please refer to Department/School RPT Policies and University Policy for additional information regarding timeline/required materials.
- **Items in red are absolutely non-negotiable.**

Spring 2020	Classroom observations may begin		
May 2020	Internal/External evaluators contacted and asked to serve		
June 2020	Materials (CV, Statement, Research) and RPT Standards sent to evaluators		
June-July 2020	File Accumulation (file is cumulative & should be kept current)		
August 2020	Notice given to faculty & staff of right to submit written recommendations		
Aug-Sept 2020	Classroom observations complete		
	SAC reviews complete		
<b>Sept. 4<sup>th</sup></b>	<b>Training Mtg. for Department/School RPT Committee Chairs, Chairs/Directors, and Admins</b>	<b>2:00 – 3:00 pm</b>	<b>Zoom</b>
<b>Sept 14<sup>th</sup></b>	<b>SAC Reports Due</b>		
<b>Sept 15<sup>th</sup></b>	<b>RPT Files Close</b>		
<i>Sept 27<sup>th</sup> – Oct 9<sup>th</sup></i>	<i>Online Classes in lieu of Fall Break</i>		
Oct 9 <sup>th</sup>	All Dept/School RPT Committee Meetings should be complete by day's end		
Oct 16 <sup>th</sup>	Draft of Dept/School Committee Reports sent to Committee for review (Drafts of reports may go to members earlier than this date, but <b>members must have no less than 2 business days and no more than 5 business days to review the report before it is finalized</b> )		
Oct 23 <sup>rd</sup>	Dept/School RPT Committee Report Due to Chair/Director and Candidate (or earlier, to ensure no more than 5 business days for Committee to review prior to finalizing report)		
<b>Oct 30<sup>th</sup></b>	<b>Chair/Director's RPT Letter Due to Candidate</b>		
Nov 9 <sup>th</sup>	Candidate Response Due by 5:00 pm		
<b>Nov 10<sup>th</sup></b>	<b>RPT Files Due to Dean's Office by 9:00 am</b>		
<b>Nov 10<sup>th</sup></b>	<b>College RPT Committee Pre-Meeting</b>	<b>2:00 – 3:00 pm</b>	<b>Zoom</b>
<b>Nov 23<sup>rd</sup> &amp; 24<sup>th</sup></b>	<b>College RPT Committee Meets</b>	<b>1:00 – 5:00 pm each day</b>	
	<b>Zoom</b>		
Dec 4 <sup>th</sup>	Draft of Report to Committee Due by noon		
Dec 8 <sup>th</sup>	College RPT Committee Reports due to Dean's Office by 2:00 pm		
Dec 8 <sup>th</sup>	Dean Begins RPT Reviews		
March 2021	-Election of Department RPT Chair for AY 21-22 -Chair/Director determines reviews for upcoming academic year & notifies faculty -Determination of Candidates for Early Tenure/Promotion to Full Professor		
Spring 2021	Classroom observations may begin		
May 2021	Internal/External Reviewers contacted & asked to serve		
June 2021	Materials (CV, Statement, Research) & RPT Standards sent to evaluators		
June-July 2021	File Accumulation (file is cumulative & should be kept current)		

### First-Year Reviews (Administrative):

- Please refer to Dept/Sch RPT Policies for additional information re: timeline/required materials
- April 27<sup>th</sup> Complete File due to Dean's Office by 5:00 pm**

**Tenured Faculty Reviews (TFR or Post-Tenure Reviews):**

- Please refer to Dept/Sch RPT Policies & College Policy for information re: timeline/required materials
- **Items in red are absolutely non-negotiable.**

Prior to Jan 1 <sup>st</sup>	Chair/Director Informs Candidate of TFR Review & Informs TFR Committee
Jan-Mar 2021	Classroom observations complete
<b>Jan 29<sup>th</sup></b>	<b>Training Meeting for Department/School RPT Committee Chairs, Chairs/Directors, and Admins</b>
	<b>2:00 – 3:30 pm          Zoom</b>
Feb 22 <sup>nd</sup>	Chair/Director Invites Faculty, Staff, & Student Input
March 26 <sup>th</sup>	Letters from Faculty, Staff, & Students Due. Written Summary by Chair/Director submitted (if any). <b>File must be complete by this date.</b>
April 2 <sup>nd</sup>	Faculty member’s written response due (if desired)
Between April 3-12	TFR Committee meets to conduct reviews and prepare Reports. At least 5 days prior to meeting, shared-appointing unit (if any) submits written Report for file.
April 12 <sup>th</sup>	Department/School RPT Committee Meetings should be complete by day’s end
April 13 <sup>th</sup>	Department/School TFR Report due to faculty member under review
April 26 <sup>th</sup>	Faculty member due date to respond to TFR Committee Report, if desired.
<b>April 27<sup>th</sup></b>	<b>Complete File due to Chair/Director and Dean’s Office by 5:00 pm. Dean’s Office will submit to SVP’s office simultaneously.</b>
Before May 13	If Chair/Director, Dean, or Faculty Member Under Review disagrees with the Report, the party who chooses to seek review must notify UPTAC of that intention.

## Important Dates for Career-line & Adjunct Faculty Reviews & Appointments:

- Please refer to the College of Fine Arts Statement for Appointment, Review, Reappointment, and Promotion of Career-line, Adjunct, and Visiting Faculty for additional information regarding timeline/required materials.
- Departments/School may set earlier deadlines to accommodate their internal processes. **Items in red are absolutely non-negotiable.**
- **Training Meeting for Department/School Review Committee Chairs, Chairs/Directors, and Admins Oct. 1<sup>st</sup>, 2:00 – 3:30 pm, Zoom**

DATE	CAREER-LINE & ADJUNCT <i>INFORMAL</i> REVIEW (each year that is not a Formal review)	CAREER-LINE <i>FORMAL</i> REVIEW (the final year of appointment)	ADJUNCT <i>FORMAL</i> REVIEW (the final year of appointment)
Oct 1	<ul style="list-style-type: none"> <li>• Department Chair/School Director notifies Career-Line &amp; Adjunct faculty who are scheduled for an informal review that the file will close on February 1st</li> </ul>	<ul style="list-style-type: none"> <li>• Department Chair/School Director notifies the Review Committee Chair which Career-Line faculty members are up for formal review</li> <li>• Department Chair/School Director notifies Career-Line who are scheduled for an formal review that the file will close on February 1st</li> </ul>	<ul style="list-style-type: none"> <li>• Department Chair/School Director notifies the Review Committee Chair which Adjunct faculty members are up for formal review</li> <li>• Department Chair/School Director notifies Adjunct faculty who are scheduled for a formal review that the file will close on February 1st</li> </ul>
Oct 15		<ul style="list-style-type: none"> <li>• Faculty member notifies Department Chair/School Director if they would like to be considered for promotion</li> <li>• Chair of Review Committee deadline for designating who will conduct peer teaching evaluations</li> </ul>	<ul style="list-style-type: none"> <li>• Faculty member notifies Department Chair/School Director if they would like to be considered for promotion</li> </ul>
Dec 1		<ul style="list-style-type: none"> <li>• Department Chair/School Director solicits comments from faculty, staff, &amp; SAC</li> <li>• Review Committee Chair requests portfolio from faculty members up for formal review</li> </ul>	<ul style="list-style-type: none"> <li>• Review Committee Chair requests resume and syllabi from faculty members up for formal review</li> </ul>
Feb 1	<ul style="list-style-type: none"> <li>• <b>Files are closed (teaching evaluations, syllabi)</b></li> </ul>	<ul style="list-style-type: none"> <li>• <b>Files are closed (CV, syllabi, personal statement, teaching evaluations, summary of employment responsibilities, prior review reports, peer teaching reviews)</b></li> </ul>	<ul style="list-style-type: none"> <li>• <b>Files are closed (CV, syllabi, teaching evaluations)</b></li> </ul>
Feb 1		<ul style="list-style-type: none"> <li>• Review Committee Chair circulates files to committee members</li> </ul>	<ul style="list-style-type: none"> <li>• Review Committee Chair circulates candidates file to committee members</li> </ul>
Feb 15		<ul style="list-style-type: none"> <li>• Review Committee draft report complete</li> </ul>	
Feb 21		<ul style="list-style-type: none"> <li>• Review Committee report approval deadline</li> </ul>	<ul style="list-style-type: none"> <li>• Review Committee report due to FAC</li> </ul>
Mar 1	<ul style="list-style-type: none"> <li>• Department Chair/School Director deadline for submitting written summary to the faculty member</li> </ul>	<ul style="list-style-type: none"> <li>• Review Committee shares report with candidate</li> <li>• Candidate has 5 days to respond or waive right</li> </ul>	
March 7		<ul style="list-style-type: none"> <li>• Candidate response deadline</li> <li>• Deadline for Review Committee Chair to share report with FAC</li> </ul>	
Mar 1-15	<ul style="list-style-type: none"> <li>• <i>If</i> issues/problems are evident to the Department Chair/School Director, at some point during this two week period they will meet with the faculty member to discuss</li> </ul>	<ul style="list-style-type: none"> <li>• FAC meets to discuss &amp; vote</li> </ul>	
Mar 15	<ul style="list-style-type: none"> <li>• <i>If</i> there was a meeting, the Department Chair/School Director will share a summary report of the meeting with the faculty member</li> <li>• Candidate has 5 days to respond or waive the right</li> </ul>	<ul style="list-style-type: none"> <li>• <b>FAC vote deadline</b></li> </ul>	<ul style="list-style-type: none"> <li>• <b>FAC vote deadline</b></li> </ul>
Mar 17		<ul style="list-style-type: none"> <li>• Candidate and Department Chair/School Director receive copy of vote &amp; summary report</li> </ul>	
Mar 22		<ul style="list-style-type: none"> <li>• Department Chair/School Director reviews entire file &amp; makes independent recommendation, shares with candidate</li> <li>• Candidate has 5 days to respond or waive the right</li> </ul>	
Mar 29		<ul style="list-style-type: none"> <li>• <b>Department Chair/School Director forwards file &amp; FAC voting spreadsheet to Dean</b></li> </ul>	<ul style="list-style-type: none"> <li>• <b>Department Chair/School Director forwards file &amp; FAC voting spreadsheet to Dean</b></li> </ul>
Mar 31		<ul style="list-style-type: none"> <li>• <b>Deadline for Department Chair/School Director to notify candidate of decision</b></li> </ul>	<ul style="list-style-type: none"> <li>• <b>Deadline for Department Chair/School Director to notify candidate of decision</b></li> </ul>

## **Important Dates for CFA Faculty Grants & Awards**

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September 15 <sup>th</sup>	URC Faculty Small Grant Applications Due to <u>URC Office</u> by 5:00 pm		
September 20 <sup>th</sup>	URC Faculty Fellow Applications Due to <u>Department Office</u> by 5:00 pm		
September 18 <sup>th</sup>	University Teaching Grant Applications Due to <u>Office of Academic Affairs</u> by 5:00pm		
October 15 <sup>th</sup>	Tanner Humanities Faculty Fellow Award Applications Due to <u>Dept Office</u> by 5:00 pm		
October 16 <sup>th</sup>	URC Faculty Fellow Applications Due to <u>Department Office</u> by 5:00 pm		
October 23 <sup>rd</sup>	URC Faculty Fellow Applications Due to <u>Dean's Office</u> by 5:00 pm		
October 30 <sup>th</sup>	URC Faculty Fellow Applications Due to <u>URC Office</u> by 5:00 pm		
October 31 <sup>st</sup>	Tanner Humanities Faculty Fellow Award Applications Due to <u>Tanner</u> by 5:00 pm		
November 15 <sup>th</sup>	URC Faculty Small Grant Applications Due to <u>URC Office</u> by 5:00 pm CFA Grant Applications Due to <u>Dean's Office</u> by 5:00 pm Research-in-Progress Grant Applications Faculty Research Grant Applications (unsuccessful with URC) Make Time for Research Grant Applications Faculty Teaching Grant Applications		
November 30 <sup>th</sup>	CFA Faculty Grants Committee Mtg	3:00 – 5:00 pm	Zoom
December 1 <sup>st</sup>	CFA Incentive Seed Grant Applications due to <i>Dean's Office</i> by 5:00pm		
January 8 <sup>th</sup>	University Teaching Grant Applications Due to <u>Office of Academic Affairs</u> by 5:00pm		
January 22 <sup>nd</sup>	Dee Grant Applications Due by 5:00 pm		
January 29 <sup>th</sup>	CFA Faculty Grants Committee Mtg For CFA Faculty Fellow Applications (unsuccessful with URC)	3:30 – 5:00 pm	Zoom
February 26 <sup>th</sup>	CFA Grant Applications Due to <u>Dean's Office</u> by 5:00 pm Research-in-Progress Grant Applications Faculty Research Grant Applications (unsuccessful with URC) Make Time for Research Grant Applications Faculty Teaching Grant Applications		
March 1 <sup>st</sup>	Faculty & Staff Excellence Award Nominations Due by 5:00 pm		
March 5 <sup>th</sup>	University Teaching Grant Applications Due to <u>Office of Academic Affairs</u> by 5:00pm		
March 12 <sup>th</sup>	CFA Faculty Grants Committee Mtg	3:00 – 4:30 pm	Zoom
March 15 <sup>th</sup>	URC Faculty Small Grant Applications Due to <u>URC Office</u> by 5:00 pm		
April TBD	Faculty Excellence Award Committee Meeting	TBD	TBD

## **Important Dates for Graduate Student Grants**

January 17<sup>th</sup>

CFA Graduate Research Fellowship Application Due to Graduate School

## **Important Dates for College Council & Faculty Counsel Committee (FCC)**

<b>Event</b>	<b>Date</b>	<b>Time</b>	<b>Location</b>
College-wide Faculty & Staff Mtg	August 28 <sup>th</sup>	2:00 – 4:00 pm	Zoom
College Council Meeting	September 18 <sup>th</sup>	2:00 – 4:00 pm	Zoom
FCC Meeting	September 25 <sup>th</sup>	2:00 – 4:00 pm	Zoom
College Council Meeting	November 13 <sup>th</sup>	2:00 – 4:00 pm	Zoom
College Council Meeting	February 26 <sup>th</sup>	2:00 – 4:00 pm	Zoom
FCC Meeting (if necessary)	March 26 <sup>th</sup>	2:00 – 4:00 pm	Zoom
College Council Meeting	April 23 <sup>rd</sup>	2:00 – 4:00 pm	Zoom

## **CFA Executive Committee Meetings**

*Regular Executive Committee Meetings will be held from 9:00 – 11:00 am via Zoom*

### **Fall:**

August 13<sup>th</sup> & 14<sup>th</sup>  
Executive Committee Retreat  
August 28<sup>th</sup>  
September 11<sup>th</sup> (Chairs & Directors Only)  
September 25<sup>th</sup>  
October 9<sup>th</sup> (Chairs & Directors Only)  
October 23<sup>rd</sup>  
November 6<sup>th</sup> (Chairs & Directors Only)  
November 20<sup>th</sup>  
December 11<sup>th</sup>

### **Spring:**

January 8<sup>th</sup> (Chairs & Directors Only)  
January 22<sup>nd</sup>  
February 5<sup>th</sup> (Chairs & Directors Only)  
February 19<sup>th</sup>  
March 5<sup>th</sup> (Chairs & Directors Only)  
March 19<sup>th</sup>  
April 2<sup>nd</sup> (Chairs & Directors Only)  
April 16<sup>th</sup>  
May 14<sup>th</sup>

## **Important Dates for the College of Fine Arts Advisory Board (FAAB) & School of Music Board (SoM)**

<b>Event</b>	<b>Date</b>	<b>Time</b>	<b>Location</b>
FAAB Meeting	September 10	8:30-10 am	Zoom
Arts Ambassadors	September 17	3-5 pm	Zoom
SoM Advisory Board	September 24	12-1 pm	Zoom
CFA Gala	September 30	TBD, evening	Zoom
Film Friday	October 2	1:30 pm	Zoom
SoM Camerata Awards	November 6	TBD	Subject to change
FAAB Meeting	November 12	9-10:30 am	Zoom
Arts Ambassadors	November 19	3-5 pm	Zoom
FAAB Meeting	January 7	9-10:30 am	Zoom
Arts Ambassadors	January 14	3-5 pm	Zoom
SoM Advisory Board	February 4	12-1 pm	Zoom
Arts Ambassadors	February 11	3-5 pm	Zoom
U Giving Day	Feb. 23 + Feb. 24	All day	Online
FAAB Meeting	March 11	9-10:30 am	Zoom
SoM Advisory Board	April 8	12-1 pm	Location TBD
Arts Ambassadors	April 22	3-5 pm	Zoom
FAAB Meeting	April 29	9-10:30 am	Zoom

## **Important Dates for Arts Education Committee & Youth Arts Division**

### Arts Education Committee Meetings

September 8 <sup>th</sup>	9:30 – 11:30 am	SAEC, Bev's Room – first floor
October 13 <sup>th</sup>	9:30 – 11:30 am	SAEC, Bev's Room – first floor
November 10 <sup>th</sup>	9:30 – 11:30 am	SAEC, Bev's Room – first floor
January 26 <sup>th</sup>	9:30 – 11:30 am	SAEC, Bev's Room – first floor
March 23 <sup>rd</sup>	9:30 – 11:30 am	SAEC, Bev's Room – first floor
April 13 <sup>th</sup>	9:30 – 11:30 am	SAEC, Bev's Room – first floor

### MAT-FA Faculty Meetings

November 17 <sup>th</sup>	9:30 – 11:30 am	SAEC, Bev's Room – first floor
May 11 <sup>th</sup>	9:30 – 11:30 am	SAEC, Bev's Room – first floor

### Youth Arts Division Meetings

August 13 <sup>th</sup>	9:30 – 10:30 am	Zoom
October 1 <sup>st</sup>	9:30 – 10:30 am	Zoom
December 3 <sup>rd</sup>	9:30 – 10:30 am	Zoom
January 28 <sup>th</sup>	9:30 – 10:30 am	Zoom
April 1 <sup>st</sup>	9:30 – 10:30 am	Zoom
May 20 <sup>th</sup> ( <i>tentative</i> )	9:30 – 10:30 am	Zoom

### BTSALP Arts Education

Research Symposium	January 12 <sup>th</sup>	8:30 – 12:30 pm	SAEC
ArtsLINK Conference	February 27 <sup>th</sup>	8:30 – 2:00 pm	SAEC
MAT-FA Student Orientation	June 12 <sup>th</sup>	9:00 – 12:00 pm	SAEC



## **Important Dates for Curriculum:**

<b>September 4th</b>	<b>College Curriculum Committee Training Mtg</b>	<b>9:30 – 11:00 am</b>	<b>Zoom</b>
October 16 <sup>th</sup>	Curriculum Forms Due to Dean’s Office New courses, course revisions, & program revisions: for Fall 2021 New emphases, minors, majors, certificates, & new programs: for Fall 2021		
October 30 <sup>th</sup>	Dean's Office Returns Any Forms Needing Obvious Revision		
November 13 <sup>th</sup>	Revised Curriculum Forms Due to Dean’s Office		
<b>December 4<sup>th</sup></b>	<b>College Curriculum Committee Meeting</b>	<b>2:00 – 5:00 pm</b>	<b>Zoom</b>
December 14 <sup>th</sup>	Curriculum Forms Needing Additional Revision Returned to Departments/Schools		
January 20 <sup>th</sup>	Finalized Curriculum Forms Due to Campus Catalog Changes Completion Deadline		
January 29 <sup>th</sup>	Kuali Clean-Up (Delete Old/Obsolete Requests) Department/School Curriculum Committee Meeting held by this date		
February 12 <sup>th</sup>	Curriculum Forms Due to Dean’s Office New courses, course revisions, & program revisions: for Spring 2022 New emphases, minors, majors, certificates, & new programs: for Fall 2022		
February 26 <sup>th</sup>	Dean's Office Returns Any Forms Needing Obvious Revision		
March 12 <sup>th</sup>	Revised Curriculum Forms Due to Dean’s Office		
<b>April 2<sup>nd</sup></b>	<b>College Curriculum Committee Meeting</b>	<b>1:00 – 3:00 pm</b>	<b>TBD</b>
April 9 <sup>th</sup>	Curriculum Forms Needing Additional Revision Returned to Departments/Schools		
July 10 <sup>th</sup>	Delete old/obsolete proposals in Kuali for new cycle. (Clean-up)		
August 25 <sup>th</sup>	Finalized Curriculum Forms Due to Campus		

## **Important Dates for Budget Officers**

Fine Arts Business Meetings are typically held on the 3<sup>rd</sup> Thursday of each month from 10:00 – 11:30 am

The budget timeline dates below are *tentative*. Final deadlines will be available November/December 2020.

Preliminary FY22 Budget Review  
[for Departments/Schools & Dean's Office]  
January 13<sup>th</sup> – February 11<sup>th</sup> (Tentative)

BPC Open for Entry (non-personnel)  
Week of January 25<sup>th</sup> (Tentative)

Dean's Office Budget Narrative Due  
January 29<sup>th</sup> (Tentative)

Dean's Office Budget Roundtable  
February 10<sup>th</sup>

EPM Training  
February 11<sup>th</sup> (Tentative)

Department/School Draft Budget Narratives Due  
February 19<sup>th</sup> (Tentative)

Affiliates Draft Budget Narratives Due  
February 26<sup>th</sup> (Tentative)

Department/School Budget Hearings with the Dean  
March 1 – 5<sup>th</sup> (Tentative)

Affiliates Budget Hearings with the Dean  
March 8-12<sup>th</sup> (Tentative)

BPC Entry Deadline  
March 19<sup>th</sup> (Tentative)

Salary Proposal Addendum to Budget Narrative Due  
June 11<sup>th</sup> (Tentative)

Internal DMU Entry Deadline  
June 18<sup>th</sup> (Tentative)

Student Arts Engagement Grant Proposals  
[contingent on Fine Arts Fees budget surplus]  
June 18<sup>th</sup>

## 2020-21 CFA Student Meetings/Important Dates

Date:	Event:	Time:	Location:
Aug 28 <sup>th</sup>	Welcome & Leadership Role Virtual Meeting – SAC/FAF Reps	3:30 – 4:30 pm	Zoom
Sept 14 <sup>th</sup>	SAC RPT Reports complete (Confer with Department) <a href="http://www.finearts.utah.edu/students/student-advisory-committee">http://www.finearts.utah.edu/students/student-advisory-committee</a>		
Sept 17 <sup>th</sup>	Expedited FAF Grant Emailed Proposals Due to Dean’s Office	5:00 pm	
Sept 18 <sup>th</sup>	College Council Meeting	2:00 pm – 4:00 pm	Zoom
Sept 25 <sup>th</sup>	Fall FAF Grant Emailed Proposals Due to <u>FAF Grants Reps</u>	5:00 pm	
Sept 25 <sup>th</sup>	Expedited FAF Grants Virtual Funding & Policy Meeting	3:00 pm – end	Zoom
Oct 9 <sup>th</sup>	Fall FAF Grants Emailed Proposals Due to Dean’s Office	5:00 pm	
Oct 16 <sup>th</sup>	Fall FAF Grants Prep Virtual Meeting	3:00 – 4:30 pm	Zoom
Oct 23 <sup>rd</sup>	Fall FAF Grants Funding & Policy Virtual Meeting	3:00 pm – end	Zoom
Nov 13 <sup>th</sup>	College Council Meeting	2:00 pm – 4:00 pm	Zoom
Jan 29 <sup>th</sup>	Spring FAF Grant Emailed Proposals Due to <u>FAF Grants Reps</u>	5:00 pm	
Jan 29 <sup>th</sup>	Spring FAF Grant Electronic Status Report Due to <u>Dean’s Office</u>	5:00 pm	
Feb 10 <sup>th</sup>	Spring FAF Grant Emailed Proposals Due to <u>Dean’s Office</u>	5:00 pm	
Feb 19 <sup>th</sup>	Spring FAF Grants Prep Virtual Meeting	3:00 pm – 4:30	Zoom
Feb 26 <sup>th</sup>	Spring FAF Grants Funding & Policy Virtual Meeting	After College Council meeting	Zoom
Feb 26 <sup>th</sup>	College Council Meeting	2:00 pm – 4:00 pm	Zoom
April 23 <sup>rd</sup>	College Council Meeting	2:00 pm – 4:00 pm	Zoom

## 2020-21 ArtsForce Event Calendar:

Date:	Event:	Time:	Location:
March	ArtsForce Networking Event	TBA	TBA

More details about ArtsForce events will come later in the year. In the meantime, please go to [artsforceutah.com](http://artsforceutah.com) for up-to-date information.