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**\*updates made in green text**

**FALL**

<b>Date</b>	<b>Event</b>	<b>Time</b>	<b>Location</b>
August 12-13	CFA Executive Committee Retreat	TBD	Alumni House (Sorenson Board Room)
<b>August 23<sup>rd</sup></b>	<b>Classes Begin</b>		
August TBD	College Curriculum Committee Meeting (Training)	9:30 – 11:00 am	Zoom/CFA Conf. Room
August 31-September 1 <sup>st</sup>	ArtsBash	11:00 – 1:00 pm	TBD
<i>September 3<sup>rd</sup></i>	<i>Faculty Position Requests due to Dean's Office by 5:00 pm</i>		
September 3 <sup>rd</sup>	RPT Training for Dept/School RPT Chairs, Chairs/Directors, & Admins	2:00 – 3:00 pm	CFA Conf. Room
September 10 <sup>th</sup>	College-wide Faculty & Staff Meeting	3:00 – 5:00 pm	UMFA Dumke
September 10 <sup>th</sup>	CFA Faculty & Staff Reception	5:00 – 6:30 pm	UMFA Great Hall
September 17 <sup>th</sup>	College Council Meeting	2:00 – 4:00 pm	CRCC 115
September 22 <sup>nd</sup>	CFA Gala	TBD	TBD
September 24 <sup>th</sup>	Faculty Counsel Committee (FCC) Meeting	2:00 – 4:00 pm	CRCC 115
October 1 <sup>st</sup>	<i>FAF Grants Emailed Proposals Due to SAC/FAF Grant Reps by 5:00 pm</i>		
October 1 <sup>st</sup>	Staff Review - Phase 1 Completion Deadline		
September 17 <sup>th</sup>	Career-line Review Training Meeting for Chairs/Directors, DRC Chairs, & Admins	10:00 – 11:30 am	Zoom
<i>October 8<sup>th</sup></i>	<i>FAF Grants Emailed Proposals Due to Dean's Office by 5:00 pm</i>		
<b>October 10<sup>th</sup> – 17<sup>th</sup></b>	<b>Fall Break</b>		
<i>October 15<sup>th</sup></i>	<i>URC Faculty Fellow Applications due to Department Office by 5:00 pm</i>		
October 22 <sup>nd</sup>	FAF Grants Funding & Policy Meeting	3:00 pm – end	Zoom
<i>October 22<sup>nd</sup></i>	<i>URC Faculty Fellow Applications due to Dean's Office by 5:00 pm</i>		
November 8 <sup>th</sup>	College RPT Committee Pre-Meeting	2:00 – 3:00 pm	CFA Conf. Room
November 19 <sup>th</sup>	College Council Meeting	2:00 – 4:00 pm	CRCC 115
<i>November 15<sup>th</sup></i>	<i>CFA Grant Applications Due to Dean's Office by 5:00 pm</i>		
November 22 <sup>nd</sup> & 23 <sup>rd</sup>	College RPT Committee Meeting	1:00 – 5:00 pm each day	CFA Conf. Room
November 30 <sup>th</sup>	CFA Faculty Grants Committee Mtg	3:00 – 5:00 pm	CFA Conf. Room
December 1 <sup>st</sup>	<i>CFA Research Incentive Seed Grant Applications due to Dean's Office by 5:00pm</i>		
<b>December 9<sup>th</sup></b>	<b>Classes End</b>		
December 10 <sup>th</sup>	College Curriculum Committee Meeting	2:00 – 5:00 pm	Zoom/CFA Conf. Room
<b>December 27<sup>th</sup></b>	<b>Grades Due</b>		

## SPRING

<b>Date</b>	<b>Event</b>	<b>Time</b>	<b>Location</b>
<b>January 10<sup>th</sup></b>	<b>Classes Begin</b>		
January 11 <sup>th</sup>	BTSALP Arts Ed Research Symposium	8:30-12:00pm	SAEC
January 21 <sup>st</sup>	<i>Dee Grant Applications Due by 5:00 pm</i>		
January 28 <sup>th</sup>	Tenured Faculty Review (TFR) Training for Chairs/Directors, RPT Chairs & Admins	2:00 – 3:30 pm	CFA Conf. Room
January 28 <sup>th</sup>	<i>FAF Grants Emailed Proposals Due to SAC/FAF Grant Reps by 5:00 pm</i>		
January 28 <sup>th</sup>	CFA Faculty Grants Committee Mtg	3:30 – 5:00 pm	CFA Conf Room
February TBD	Unit Nominations for T53 Scholarship Due to Dean's Office by 5:00 PM		
February TBD	Staff Conference	TBD	TBD
February 1 <sup>st</sup>	<i>Staff Review Period Begins</i>		
February 4 <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 18 <sup>th</sup>	<i>CFA Grant Applications Due to Dean's Office by 5:00 pm</i>		
February 21 <sup>st</sup>	Student deadline to submit Outstanding Researcher application to CFA Dean's office		
February 25 <sup>th</sup>	College Council Meeting	2:00 pm – 4:00 pm	CRCC 115
February 25 <sup>th</sup>	FAF Grants Funding & Policy Meeting	After College Council meeting	TBD
February 26 <sup>th</sup>	ArtsLINK Conference	8:30 – 2:00 pm	SAEC
February 28 <sup>th</sup>	<i>Student Priority Deadline for Fine Arts House Scholarship Application</i>		
February 28 <sup>th</sup>	<i>Unit Nominations for Outstanding Seniors Due to Dean's Office by 5:00 pm</i>		
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>		
March TBD	ArtsForce Networking Event	TBD	TBD
March 1 <sup>st</sup>	<i>Faculty &amp; Staff Excellence Award Nominations Due to Dean's Office by 5:00 pm</i>		
March 4 <sup>th</sup>	CFA Faculty Grants Committee Mtg	3:00 – 4:30 pm	CFA Conf. Room
March 18 <sup>th</sup>	<i>Unit Nominations for FAAB Scholarship Due to Dean's Office</i>		
<b>March 6<sup>th</sup> - 13<sup>th</sup></b>	<b>Spring Break</b>		
March 14 <sup>th</sup>	<i>Student Applications for CFA Convocation Speaker Due to Dean's Office</i>		
March 23 <sup>rd</sup>	<i>Student Deadline for CFA Siciliano/Ware/Summer Study Scholarship Applications</i>		
March 25 <sup>th</sup>	Faculty Counsel Committee (FCC) Meeting (as needed)	2:00 pm – 4:00 pm	CRCC 115
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 1 <sup>st</sup>	College Curriculum Committee Meeting	1:00 – 3:00 pm	CFA Conf. Room
April TBD	Staff Excellence Award Committee Mtg	TBD	TBD
April TBD	Faculty Excellence Award Committee Meeting	TBD	TBD
April 22 <sup>nd</sup>	<i>Faculty Committee Names for 2022-23 Due to Dean's Office by 5:00 pm</i>		
April 22 <sup>nd</sup>	College Council Meeting	2:00 – 4:00 pm	CRCC 115
April 25 <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 26<sup>th</sup></b>	<b>Classes End</b>		
April 28 <sup>th</sup> ?	Convocation Volunteers Meeting	TBD	TBD
April 30 <sup>th</sup>	<i>Staff Review Period Ends</i>		
May 5 <sup>th</sup> ?	University Commencement	TBD	TBD
May 6 <sup>th</sup> ?	CFA Convocation	TBD	TBD
<b>May 16<sup>th</sup></b>	<b>Grades Due</b>		

## SUMMER

<b>Date</b>	<b>Event</b>	<b>Time</b>	<b>Location</b>
<b>May 16<sup>th</sup></b>	<b>Classes Begin</b>		
June 17 <sup>th</sup>	MAT-FA Orientation	9:00 – 12:00 pm	SAEC
<b>August 3<sup>rd</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 **bold** are absolutely non-negotiable.

Spring 2021	Classroom observations may begin		
May 2021	Internal/External evaluators contacted and asked to serve		
June 2021	Materials (CV, Statement, Research) and RPT Standards sent to evaluators		
June-July 2021	File Accumulation (file is cumulative & should be kept current)		
August 2021	Notice given to faculty & staff of right to submit written recommendations		
Aug-Sept 2021	Classroom observations complete		
	SAC reviews complete		
<b>Sept. 3<sup>rd</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 15<sup>th</sup></b>	<b>SAC Reports Due</b>		
<b>Sept 15<sup>th</sup></b>	<b>RPT Files Close</b>		
Oct 1 <sup>st</sup>	All Dept/School RPT Committee Meetings should be complete by day's end		
Oct 8 <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 <i>members must have no less than 2 business days and no more than 5 business days to review the report before it is finalized</i> )		
Oct. 10-17 <sup>th</sup>	FALL BREAK		
Oct 22 <sup>nd</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 29<sup>th</sup></b>	<b>Chair/Director's RPT Letter Due to Candidate</b>		
Nov 5 <sup>th</sup>	Candidate Response Due by noon		
<b>Nov 5<sup>th</sup></b>	<b>RPT Files Due to Dean's Office by 5:00 pm</b>		
<b>Nov 8<sup>th</sup></b>	<b>College RPT Committee Pre-Meeting</b>	<b>2:00 – 3:00 pm</b>	<b>CFA Conf. Room</b>
<b>Nov 22<sup>nd</sup> &amp; 23<sup>th</sup></b>	<b>College RPT Committee Meets</b>	<b>1:00 – 5:00 pm each day</b>	<b>CFA Conf. Room</b>
Dec 3 <sup>rd</sup>	Draft of Report to Committee Due by noon		
Dec 9 <sup>th</sup>	College RPT Committee Reports due to Dean's Office by 2:00 pm		
Dec 9 <sup>th</sup>	Dean Begins RPT Reviews		
March 2022	-Election of Department RPT Chair for AY 22-23 -Chair/Director determines reviews for upcoming academic year & notifies faculty -Determination of Candidates for Early Tenure/Promotion to Full Professor		
Spring 2022	Classroom observations may begin		
May 2022	Internal/External Reviewers contacted & asked to serve		
June 2022	Materials (CV, Statement, Research) & RPT Standards sent to evaluators		
June-July 2022	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 25<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 **bold** 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 28<sup>th</sup></b>	<b>Training Meeting for Department/School RPT Committee Chairs, Chairs/Directors, and Admins</b> <b>2:00 – 3:30 pm</b> <b>Zoom</b>
Feb 21 <sup>st</sup>	Chair/Director Invites Faculty, Staff, & Student Input
March 25 <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 1 <sup>st</sup>	Faculty member’s written response due (if desired)
Between April 4-15	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 10 <sup>th</sup>	Department/School RPT Committee Meetings should be complete by day’s end
April 18 <sup>th</sup>	Department/School TFR Report due to faculty member under review
April 25 <sup>th</sup>	Faculty member due date to respond to TFR Committee Report, if desired. (by noon)
<b>April 25<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 *italics* are absolutely non-negotiable.
- **Training Meeting for Department/School Review Committee Chairs, Chairs/Directors, and Admins September 17, 10:00 – 11:30 am, 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)
<b>Oct 1</b>	<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 a formal review that the file will close on <b>January 24th</b></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 <b>January 24th</b></li> </ul>
<b>Oct 15</b>		<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>
<b>Dec 1</b>		<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>
<b>Jan 24</b>	<ul style="list-style-type: none"> <li>• <i>Files are closed (teaching evaluations, syllabi)</i></li> </ul>	<ul style="list-style-type: none"> <li>• <i>Files are closed (CV, syllabi, personal statement, teaching evaluations, summary of employment responsibilities, prior review reports, peer teaching reviews)</i></li> </ul>	<ul style="list-style-type: none"> <li>• <i>Files are closed (CV, syllabi, teaching evaluations)</i></li> </ul>
<b>Jan 25</b>		<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>
<b>Feb 15</b>		<ul style="list-style-type: none"> <li>• Review Committee draft report complete</li> </ul>	
<b>Feb 21</b>		<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>
<b>Mar 1</b>	<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>	
<b>March 7</b>		<ul style="list-style-type: none"> <li>• Candidate response deadline</li> <li>• Deadline for Review Committee Chair to share report with FAC</li> </ul>	
<b>Mar 1-15</b>	<ul style="list-style-type: none"> <li>• <i>If 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</i></li> </ul>	<ul style="list-style-type: none"> <li>• FAC meets to discuss &amp; vote</li> </ul>	
<b>Mar 15</b>	<ul style="list-style-type: none"> <li>• <i>If there was a meeting, the Department Chair/School Director will share a summary report of the meeting with the faculty member</i></li> <li>• Candidate has 5 days to respond or waive the right</li> </ul>	<ul style="list-style-type: none"> <li>• <i>FAC vote deadline</i></li> </ul>	<ul style="list-style-type: none"> <li>• <i>FAC vote deadline</i></li> </ul>
<b>Mar 17</b>		<ul style="list-style-type: none"> <li>• Candidate and Department Chair/School Director receive copy of vote &amp; summary report</li> </ul>	
<b>Mar 22</b>		<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>	
<b>Mar 29</b>		<ul style="list-style-type: none"> <li>• <i>Department Chair/School Director forwards file &amp; FAC voting spreadsheet to Dean</i></li> </ul>	<ul style="list-style-type: none"> <li>• <i>Department Chair/School Director forwards file &amp; FAC voting spreadsheet to Dean</i></li> </ul>
<b>Mar 31</b>		<ul style="list-style-type: none"> <li>• <i>Deadline for Department Chair/School Director to notify candidate of decision</i></li> </ul>	<ul style="list-style-type: none"> <li>• <i>Deadline for Department Chair/School Director to notify candidate of decision</i></li> </ul>
<b>June 15</b>	<ul style="list-style-type: none"> <li>• Contracts due to faculty</li> </ul>	<ul style="list-style-type: none"> <li>• Contracts due to faculty</li> </ul>	<ul style="list-style-type: none"> <li>• Contracts due to faculty</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 28 <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 15 <sup>th</sup>	URC Faculty Fellow Applications Due to <u>Department Office</u> by 5:00 pm		
October 22 <sup>nd</sup>	URC Faculty Fellow Applications Due to <u>Dean's Office</u> by 5:00 pm		
October 29 <sup>th</sup>	URC Faculty Fellow Applications Due to <u>URC Office</u> by 5:00 pm		
November 1 <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		
November 30 <sup>th</sup>	CFA Faculty Grants Committee Mtg	3:00 – 5:00 pm	CFA Conf. Room
December 1 <sup>st</sup>	CFA Incentive Seed Grant Applications due to <i>Dean's Office</i> by 5:00pm		
January 13 <sup>th</sup>	University Teaching Grant Applications Due to <u>Office of Academic Affairs</u> by 5:00pm		
January 21 <sup>st</sup>	Dee Grant Applications Due by 5:00 pm		
January 28 <sup>th</sup>	CFA Faculty Grants Committee Mtg For CFA Faculty Fellow Applications (unsuccessful with URC)	3:30 – 5:00 pm	CFA Conf. Room
February 18 <sup>th</sup>	CFA Grant Applications Due to <u>Dean's Office</u> by 5:00 pm		
March 1 <sup>st</sup>	Faculty & Staff Excellence Award Nominations Due by 5:00 pm		
March 4 <sup>th</sup>	CFA Faculty Grants Committee Mtg	3:00 – 4:30 pm	CFA Conf. Room
March 5 <sup>th</sup>	University Teaching Grant Applications Due to <u>Office of Academic Affairs</u> by 5:00pm		
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	CFA Conf. Room

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

January TBD	Graduate Research Fellowship Application Due to Graduate School
February 18 <sup>th</sup>	CFA Graduate Research Grant due to <i>Dean's Office</i> by 5:00pm

## **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	September 10 <sup>th</sup>	3:00 – 5:00 pm	UMFA Dumke Aud
CFA Faculty & Staff Reception	September 10 <sup>th</sup>	5:00 – 6:30 pm	UMFA Great Hall
College Council Meeting	September 17 <sup>th</sup>	2:00 – 4:00 pm	CRCC 115
FCC Meeting	September 24 <sup>th</sup>	2:00 – 4:00 pm	CRCC 115

College Council Meeting	November 19 <sup>th</sup>	2:00 – 4:00 pm	CRCC 115
College Council Meeting	February 25 <sup>th</sup>	2:00 – 4:00 pm	CRCC 115
FCC Meeting (if necessary)	March 25 <sup>th</sup>	2:00 – 4:00 pm	CRCC 115
College Council Meeting	April 22 <sup>nd</sup>	2:00 – 4:00 pm	CRCC 115

### **CFA Executive Committee Meetings**

*Regular Executive Committee Meetings will be held from 9:00 – 11:00 am in CFA Conference Room*

#### **Fall:**

August 12<sup>th</sup> & 13<sup>th</sup> (Retreat @ Alumni House)  
 August 27<sup>th</sup>  
 September 10<sup>th</sup> (Chairs & Directors Only)  
 September 24<sup>th</sup>  
 October 15<sup>th</sup> (Chairs & Directors Only)  
 October 29<sup>th</sup>  
 November 19<sup>th</sup> (Chairs & Directors Only)  
 December 3<sup>rd</sup>

#### **Spring:**

January 7<sup>th</sup> (Chairs & Directors Only)  
 January 21<sup>st</sup>  
 February 4<sup>th</sup> (Chairs & Directors Only)  
 February 18<sup>th</sup>  
 March 4<sup>th</sup> (Chairs & Directors Only)  
 March 18<sup>th</sup>  
 April 1<sup>st</sup> (Chairs & Directors Only)  
 April 15<sup>th</sup>  
 April 29<sup>th</sup> (Chairs & Directors Only)  
 May 13<sup>th</sup>

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

<b>Event</b>	<b>Date</b>	<b>Time</b>	<b>Location</b>
UMFA Art & Art History Faculty Preview	August 20	TBD, evening	UMFA
Fine Arts Ambassadors	September 15	4-5 pm	TBD
FAAB Meeting	September 16	9:30-10:30 am	Zoom
CFA Gala	September 22	7:00-8:30 pm	Kingsbury Hall
SoM Advisory Board	October 7	12-1 pm	Thompson Chamber Music Hall (DGH)
Fall Dean's Tour	October 21	TBD, afternoon/evening	TBD
Alice Sheets Marriott 30 <sup>th</sup> Year Celebration	October 27	10:00-11:30am	Marriott School of Dance
SoM Camerata Awards	November 5	7:00 pm	DGH
FAAB Meeting	November 11	9:30-10:30 am	Zoom
Fine Arts Ambassadors	November 17	4-5 pm	TBD
FAAB Meeting	January 20	9:30-10:30 am	Zoom
Arts Ambassadors	January 20	12-1 pm	TBD
SoM Advisory Board	February 3	12-1 pm	Thompson Chamber Music Hall (DGH)
Fine Arts Ambassadors	February 23	4-5 pm	TBD
U Giving Day	March 1 + March 2	All day	Online
FAAB Meeting	March 24	9:30-10:30 am	Zoom
SoM Advisory Board	April 7	12-1 pm	Thompson Chamber Music Hall (DGH)
Fine Arts Ambassadors	April 13	4-5 pm	TBD
FAAB Meeting	April 21	9:30-10:30 am	Zoom

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

### Arts Education Committee Meetings

September 23 <sup>rd</sup>	9:30 – 11:30 am	SAEC, Bev's Room – first floor/Zoom
October 21 <sup>st</sup>	9:30 – 11:30 am	SAEC, Bev's Room – first floor/Zoom
January 27 <sup>th</sup>	9:30 – 11:30 am	SAEC, Bev's Room – first floor/Zoom
April 7 <sup>th</sup>	9:30 – 11:30 am	SAEC, Bev's Room – first floor/Zoom

### MAT-FA Faculty Meetings

November 16 <sup>th</sup>	9:30 – 11:30 am	SAEC, Bev's Room – first floor/Zoom
May 12 <sup>th</sup>	9:30 – 11:30 am	SAEC, Bev's Room – first floor/Zoom

### Youth Arts Division Meetings

August 12 <sup>th</sup>	9:30 – 10:30 am	Zoom
October 15 <sup>th</sup>	12:30 – 1:30 pm	Zoom
December 3 <sup>rd</sup>	12:30 – 1:30 pm	Zoom
January 28 <sup>th</sup>	12:30 – 1:30 pm	Zoom
April 1 <sup>st</sup>	12:30 – 1:30 pm	Zoom

ArtsLINK Conference	February 26 <sup>th</sup>	8:30 – 2:00 pm	SAEC
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MAT-FA Student Orientation	June 17 <sup>th</sup>	9:00 – 12:00 pm	SAEC
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## **Important Dates for Curriculum:**

<b>September 1<sup>st</sup> &amp; September 2<sup>nd</sup></b>	<b>College Curriculum Committee Training Mtg</b>	<b>11:00 – 12:30 pm 9:00 – 10:30am</b>	<b>Zoom</b>
October 22 <sup>nd</sup>	Curriculum Forms Due to Dean’s Office New courses, course revisions, & program revisions: for Fall 2022 New emphases, minors, majors, certificates, & new programs: for Fall 2022		
November 5 <sup>th</sup>	Dean's Office Returns Any Forms Needing Obvious Revision		
November 19 <sup>th</sup>	Revised Curriculum Forms Due to Dean’s Office		
<b>December 3<sup>rd</sup></b>	<b>College Curriculum Committee Meeting</b>	<b>2:00 – 5:00 pm</b>	<b>Zoom</b>
December 8 <sup>th</sup>	Curriculum Forms Needing Additional Revision Returned to Departments/Schools		
December 13 <sup>th</sup>	Requested Curriculum Revisions Due to Dean’s Office		
January 20 <sup>th</sup>	Finalized Curriculum Forms Due to Campus Catalog Changes Completion Deadline		
January 28 <sup>th</sup>	Kuali Clean-Up (Delete Old/Obsolete Requests)		
February 18 <sup>th</sup>	Curriculum Forms Due to Dean’s Office New courses, course revisions, & program revisions: for Spring 2023 New emphases, minors, majors, certificates, & new programs: for Fall 2023		
February 25 <sup>th</sup>	Dean's Office Returns Any Forms Needing Obvious Revision		
March 18 <sup>th</sup>	Revised Curriculum Forms Due to Dean’s Office		
<b>April 1<sup>st</sup></b>	<b>College Curriculum Committee Meeting</b>	<b>1:00 – 3:00 pm</b>	<b>CFA Conf. Room</b>
April 8 <sup>th</sup>	Curriculum Forms Needing Additional Revision Returned to Departments/Schools		
April 15 <sup>th</sup>	Requested Curriculum Revisions Due to Dean’s Office		
July 8 <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 in late 2021 after the University budget process is released.

Preliminary FY22 Budget Review  
[for Departments/Schools & Dean's Office]  
January 17<sup>th</sup> – January 28<sup>th</sup> (Tentative)

Dean's Office Budget Narrative Due  
January 28<sup>th</sup> (Tentative)

EPM Open for Entry (non-personnel)  
Week of January 31<sup>st</sup> (Tentative)

Dean's Office Budget Roundtable  
February 7<sup>th</sup> (Tentative)

Department/School Initial Budget Narratives Due Two Weeks Before Budget Hearings  
February 14<sup>th</sup> – February 25<sup>th</sup> (Tentative)

EPM Training  
February 14<sup>th</sup> (Tentative)

Affiliate Initial Budget Narratives Due  
March 7<sup>th</sup> (Tentative)

Department/School Budget Hearings with the Dean  
February 28<sup>th</sup> – March 11<sup>th</sup> (Tentative)

Affiliate Budget Hearings with the Dean  
March 14<sup>th</sup> – March 18<sup>th</sup> (Tentative)

EPM Entry Deadline  
March 25<sup>th</sup> (Tentative)

Salary Increase Justifications Due Internally  
May 14<sup>th</sup> (Tentative)

Final Salary Increase Justifications Due  
June 1<sup>st</sup> (Tentative)

Internal DMU Entry Deadline  
June 20<sup>th</sup> (Tentative)

Student Arts Engagement Grant Proposals

[contingent on Fine Arts Fees budget surplus]

June 20<sup>th</sup>

## 2021-22 CFA Student Meetings/Important Dates

<u>Date:</u>	<u>Event:</u>	<u>Time:</u>	<u>Location:</u>
Sept 3 <sup>rd</sup>	Fall Welcome & Leadership Role Meeting – SAC/FAF Reps	4:00-5:00 pm	TBD
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>	College Council Meeting	2:00 pm – 4:00 pm	CRCC 115 (?)
Oct 1 <sup>st</sup>	Fall FAF Grant Emailed Proposals Due to <u>FAF Grants Reps</u>	5:00 pm	
Oct 8 <sup>th</sup>	Fall FAF Grants Emailed Proposals Due to Dean's Office	5:00 pm	
Oct 15 <sup>th</sup>	Fall FAF Grants Prep Meeting	3:00 – 4:30 pm	TBD
Oct 22 <sup>nd</sup>	Fall FAF Grants Funding & Policy Meeting	3:00 pm – end	TBD
Nov 19 <sup>th</sup>	College Council Meeting	2:00 pm – 4:00 pm	CRCC 115 (?)
Jan 21 <sup>st</sup>	Spring Welcome & Leadership Role Meeting – SAC/FAF Reps	4:00-5:00 pm	TBD
Jan 28 <sup>th</sup>	Spring FAF Grant Emailed Proposals Due to <u>FAF Grants Reps</u>	5:00 pm	
Jan 31 <sup>th</sup>	Spring FAF Grant Electronic Status Report Due to <u>Dean's Office</u>	5:00 pm	
Feb 4 <sup>th</sup>	Spring FAF Grant Emailed Proposals Due to <u>Dean's Office</u>	5:00 pm	
Feb 11 <sup>th</sup>	Spring FAF Grants Prep Meeting	3:00 pm – 4:30	TBD
Feb 25 <sup>th</sup>	Spring FAF Grants Funding & Policy Meeting	After College Council meeting	TBD
Feb 25 <sup>th</sup>	College Council Meeting	2:00 pm – 4:00 pm	CRCC 115 (?)
April 22 <sup>nd</sup>	College Council Meeting	2:00 pm – 4:00 pm	CRCC 115 (?)

## 2021-22 ArtsForce Event Calendar:

<u>Date:</u>	<u>Event:</u>	<u>Time:</u>	<u>Location:</u>
Spring	ArtsForce Networking Event	TBA	TBA

Details about scheduled ArtsForce events and student career treks will be updated on [artsforceutah.com](http://artsforceutah.com)