**Department of History**

**2016-2017 Important Dates Calendar**

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| **August** | 17 | OAA orientation for new faculty |
|  | 23 | College orientation for new faculty |
|  | 23 | Autumn semester begins |
|  | 31 | Department Meeting, 3:45 PM in Dulles 168 |
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| **September** | TBD | Nominations for Alumni Award for Distinguished Teaching due to OAA |
|  | 5 | Labor Day – No classes, offices closed |
|  | 14 | ASC Tech Workshop on Carmen, 3:45 PM in Dulles 168 |
|  | 15 | Samuel C. Chu Lecture - Andrew Nathan, *U.S. China Policy: Challenges for the Next Administration*, 4:00 PM, Thompson Library 165 |
|  | 23-24 | Military Experience, the Military Historian and the Reality of Battle: A Conference in Honor of John F. Guilmartin |
|  | 28 | Meeting of the Committee of the Eligible Faculty: Tenure and/or Promotion Discussion |
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| **October** | TBD | Nominations for Distinguished Scholar Award due to Office of Research; Date for completion of all departmental P&T committee reviews and all Chair letters |
|  | 5 | Department Meeting, 3:45 PM in Dulles 168 |
|  | 13-14 | Autumn Break – No classes, offices open |
|  | 14 | Recommended last date to schedule P&T review meetings of the eligible faculty |
|  | 19 | Department Meeting, 3:45 PM in Dulles 168 |
|  | 27 | Recommended final deadline for TIU comment period for P&T reviews |
|  | 27-28 | THE WAR TO END ALL WARS: U.S. National WWI Centennial Symposium (1916-2016) |
|  | 28 | P&T Dossiers due to college office |
|  | 31 | Deadline for faculty to initiate faculty salary appeal process |
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| **November** | TBD | Faculty Larger Grant applications due; Undergraduate Research Small Grant applications due to Associate Dean’s Office; Nominations for President and Provost’s Award for Distinguished Faculty Service due to OAA; Nominations for Distinguished University Professor due to Associate Dean’s Office; Nominations for Rodica C. Botoman Undergraduate Teaching Award in Humanities and Paul W. Brown Undergraduate Teaching Award in English due to Associate Dean’s Office |
|  | 2 | Department Meeting, 3:45 PM in Dulles 168 |
|  | 11 | Veterans Day – No classes, offices closed |
|  | 16 | Department Meeting, 3:45 PM in Dulles 168 |
|  | 17 | John C. Burnham Lecture - Christoph Gradmann, *Ecology, Evolution, and Emergency: Understanding Infectious Disease in Late 20th Century Medicine"*, 4:00 PM, Prior Health Sciences Library. |
|  | 23-25 | Thanksgiving Break – No classes, offices closed 24-25 |
|  | 30 | Department Meeting, 3:45 PM in Dulles 168 |
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| **December** | 9-15 | Final exams |
|  | 18 | Autumn Commencement |
|  | 23-26 | Christmas Break – Offices closed |
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| **January** | TBD | FPL applications with Chair’s rankings due to college office; Submission of annual reviews |
|  | 2 | New Year’s Day – Offices closed |
|  | 9 | Spring semester begins |
|  | 11 | Department Meeting, 3:45 PM in Dulles 168 |
|  | 16 | Martin Luther King, Jr. Day – No classes, offices closed |
|  | 23 | Possible Job Talk, 3:45 PM in Dulles 168 |
|  | 25 | Possible Job Talk or Department Meeting, 3:45 PM in Dulles 168 |
|  | 27 | Promotion & Tenure Dossiers due to OAA from college office |
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| **February** | TBD | Nominations for Distinguished Diversity Enhancement and University Staff Award due to OHR; Graduate student applications for Riley/Chu/VPA Awards due to Associate Dean’s Office; Virginia Hull Research Award applications due to Associate Dean’s Office |
|  | 6 | Possible Job Talk or Department Meeting, 3:45 PM in Dulles 168 |
|  | 8 | Possible Job Talk or Department Meeting, 3:45 PM in Dulles 168 |
|  | 22 | Possible Job Talk or Department Meeting, 3:45 PM in Dulles 168 |
|  | 27 | Possible Job Talk, 3:45 PM in Dulles 168 |
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| **March** | TBD | Screening Meetings for promotion to Full completed; Undergraduate Research Small Grant applications and Scholarships and Arts Distinction applications due to Associate Dean’s Office |
|  | 8 | Department Meeting, 3:45 PM in Dulles 168 |
|  | 13-17 | Spring break |
|  | 22 | Department Meeting, 3:45 PM in Dulles 168 |
|  | 24 or 31 | Graduate Admissions Visitation Day |
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| **April** | TBD | Fourth Year Reviews due to Associate Dean’s Office; Nominations for Diversity Enhancement and Outreach Awards due to Associate Dean’s Office; Ratner Award applications due |
|  | 8 | Department Meeting, 3:45 PM in Dulles 168 |
|  | 19 | Department Meeting, 3:45 PM in Dulles 168 |
|  | 26-May 2 | Final exams |
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| **May** | TBD | Annual Reviews for Assistant Professors due to the college; Proposed list of External Reviewers for Autumn P&T cases due to college office |
|  | 7 | Spring Commencement; Reception for Graduating Senior Majors & Families & Friends, 8:30-10:30 AM. |
|  | 29 | Memorial Day – No classes, offices closed |