



Vice President for Academic Affairs

Syllabi Deadlines Summer 2023 through Summer 2025

Summer 2023 Syllabi Deadline

Monday, March 27 – All summer syllabi available to faculty for editing.

Friday, April 7 – 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 17 – Chairs approve all summer syllabi in Simple Syllabus; those syllabi are routed to the Academic Assessment Committee for review.

Friday, April 28 – Academic Assessment Committee completes the review of summer syllabi; chairs notify faculty of syllabi needing revisions.

Friday, May 5 – Revised summer syllabi due from faculty to chairs for final review and approval by the Academic Assessment Committee.

Monday, May 15 - All summer syllabi reviewed, approved by chairs and the Academic Assessment Committee, and ready for summer 2023. Students can access all summer 2023 syllabi in Simple Syllabus.

Fall 2023 Syllabi Deadlines

Monday, March 27 – All fall syllabi available to faculty for editing.

Friday, May 5 – All fall 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 9 – Chairs approve all fall 8-week syllabi in Simple Syllabus; those syllabi are routed to the Academic Assessment Committee for review

Friday, July 7 – Academic Assessment Committee completes the review of fall 8-week syllabi; chairs notify faculty of syllabi needing revisions.

Friday, July 17 – Chairs approve all fall 16-week syllabi in Simple Syllabus.

Monday, July 20 – Revised fall 8-week course syllabi due from faculty to chairs for final review and approval by the Academic Assessment Committee

Monday, August 14 – All fall syllabi reviewed, approved by chairs and the Academic Assessment Committee, and ready for fall 2023. Students can access all fall 2023 syllabi in Simple Syllabus.

Spring 2024 Syllabi Deadlines

Monday, October 30 – All spring syllabi available to faculty for editing.

Friday, November 10 – All spring 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 20 – Chairs approve all spring 8-week syllabi in Simple Syllabus; those syllabi are routed to the Academic Assessment Committee for review.

Monday, November 27 – Chairs approve all spring 16-week syllabi in Simple Syllabus.

Friday, December 1 – Academic Assessment Committee completes the review of spring 8-week syllabi; chairs notify faculty of syllabi needing revisions.

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

Monday, December 18 – All spring syllabi reviewed, approved by chairs and the Academic Assessment Committee, and ready for spring 2024. Students can access all spring 2024 syllabi in Simple Syllabus.

Summer 2024 Syllabi Deadlines

Monday, March 25 – All summer syllabi available to faculty for editing.

Friday, April 5 – 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 15 – Chairs approve all summer syllabi in Simple Syllabus; those syllabi are routed to the Academic Assessment Committee for review.

Friday, April 26 – Academic Assessment Committee completes the review of summer syllabi; chairs notify faculty of syllabi needing revisions.

Friday, May 3 – Revised summer syllabi due from faculty to chairs for final review and approval by the Academic Assessment Committee.

Monday, May 13 - All summer syllabi reviewed, approved by chairs and the Academic Assessment Committee, and ready for summer 2024. Students can access all summer 2024 syllabi in Simple Syllabus.

Fall 2024 Syllabi Deadlines

Monday, March 25 – All fall syllabi available to faculty for editing.

Monday, April 8 – All fall 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, April 19 – Chairs approve all fall 8-week syllabi in Simple Syllabus; those syllabi are routed to the Academic Assessment Committee for review

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

Friday, July 12 – Chairs approve all fall 16-week syllabi in Simple Syllabus.

Monday, July 22 – Revised fall 8-week course syllabi due from faculty to chairs for final review and approval by the Academic Assessment Committee

Monday, August 19 – All fall syllabi reviewed, approved by chairs and the Academic Assessment Committee, and ready for fall 2024. Students can access all fall 2024 syllabi in Simple Syllabus.

Spring 2025 Syllabi Deadlines

Monday, October 28 – All spring syllabi available to faculty for editing.

Friday, November 8 – All spring 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 18 – Chairs approve all spring 8-week syllabi in Simple Syllabus; those syllabi are routed to the Academic Assessment Committee for review.

Monday, November 25 – Chairs approve all spring 16-week syllabi in Simple Syllabus.

Friday, November 29 – Academic Assessment Committee completes the review of spring 8-week syllabi; chairs notify faculty of syllabi needing revisions.

Friday, December 6 – Revised spring 8-week syllabi due from faculty to chairs for final review and approval by the Academic Assessment Committee.

Monday, December 16 – All spring syllabi reviewed, approved by chairs and the Academic Assessment Committee, and ready for spring 2025. Students can access all spring 2025 syllabi in Simple Syllabus.

Summer 2025 Syllabi Deadlines

(notice the new timeline – students will be able to register for summer session during the previous fall)

Monday, October 28 – All summer syllabi available to faculty for editing.

Friday, November 29 – All summer 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, January 27 – Chairs approve all summer 8-week syllabi in Simple Syllabus; those syllabi are routed to the Academic Assessment Committee for review.

Monday, February 10 – Chairs approve all spring 16-week syllabi in Simple Syllabus.

Monday, February 24 – Academic Assessment Committee completes the review of spring 8-week syllabi; chairs notify faculty of syllabi needing revisions.

Monday, March 3 – Revised spring 8-week syllabi due from faculty to chairs for final review and approval by the Academic Assessment Committee.

Friday, March 7 – All spring syllabi reviewed, approved by chairs and the Academic Assessment Committee, and ready for summer 2025. Students can access all summer 2025 syllabi in Simple Syllabus.