

August 1, 2007

To: The Faculty

From: Larry E. Vote, provost

Subj: Important Dates of Interest to All Faculty Including Religious Holidays

The following schedule of events and deadlines is a supplement to the academic calendar put out by the registrar's office. It includes a few key dates from the academic calendar and deadlines set by my office. You will continue to receive the regular notices that come out for many of these events.

Fall 2007

Aug 15 Annual self-reports due to department chair and provost

Aug. 24 Welcome Faculty Dinner (DPC at 5 pm)

Aug. 23-25 New Student Orientation

Aug 27 Classes begin

Sept. 3 Labor Day—no classes

Sept. 25 Information on student evaluation of courses will be communicated by the provost's office.

Sept. 28 Paid leave proposals for 2007-2008 due to department chair

Oct. 12-13 Family Weekend and Homecoming

Oct. 26 Faculty development proposals due (FY07 second round)

Oct. 29-Nov. 2 Advising (Oct 30: all-day advising; no classes)

Dec. 7 St. Mary's Projects (archive copy) due in registrar's office

Dec. 17 Grades due by noon

Spring 2008

January 2 Faculty evaluation files for spring 2008 3-year evaluations due to department chair

January 7 Faculty evaluation files for spring 2008 tenure and promotion due to department chair

TBA Faculty Recognition Dinner

Feb. 20 Announcement of course evaluation procedures.

Feb. 25 Nominations due for Dodge Awards

Feb. 25 Nominations deadline for Awards Convocation

Mar. 25 Faculty development proposals due to Office of the Provost (FY09 first round)

Mar. 24-28 Advising (Mar. 25: all-day advising; no classes)

Apr. 25	St. Mary's Projects (archive copy) due in registrar's office
Apr. 26	Awards Convocation
Apr. 28-29	St. Mary's Project Presentations Days
May 7	Senior grades due by noon
May 10	Commencement
May 12	Final grades due by noon
June 27	Faculty development final reports for 2007-2008 due to Office of the Provost

Religious Holidays and Related Matters

The following information is provided so that you have prior information should you be asked for special consideration on religious holidays. In the Jewish and Muslim traditions, all Sabbaths and holidays begin at sundown the day prior to the holiday and end at nightfall the last day of the holiday.

Sept 13-14	Rosh Hashanah (Jewish New Year).
Sept 13	Start of Ramadan (Muslim: The holiest month in the Muslim calendar, when Muslims fast between sun-up and sun-down)
Sept. 22	Yom Kippur (Jewish Day of Atonement)
Sept 27-Oct 5	*Sukkot (Jewish: Tabernacles)
Nov 9	Diwali (Hindu: Hindu New Year, and Festival of Lights; date is approximate with sighting of the moon)
Oct. 13	Eid-ul-Fitr (Muslim: End of Ramadan; date is approximate with sighting of the moon)
Dec. 25	Christmas
Dec 26-Jan. 1	Kwanzaa (African/African-American/Multi-Faith)
Dec 5-12	Hanukkah (Jewish: Feast of Lights)
Dec 20	Eid-ul-Adha (Muslim: Date is approximate with sighting of moon)
Feb 6	Ash Wednesday (beginning of Lent for Roman Catholics and Protestants)
Mar 21	Purim (Jewish)
Apr 20-27	*Passover (Jewish)
Mar 21-23	Good Friday to Easter (Roman Catholic and Protestants)

*While both Sukkot and Passover last eight days, only the first two days and the last two days may affect school attendance.

Monthly Observances of Ethnic Traditions

September	National Hispanic Heritage Month
November	National American Indian Heritage Month
February	Black History Month
March	Women's History Month