

## Academic Business Calendar - Fall 2016

View this electronically from your Gmail calendar account for the most up-to-date information. Search "Academic Business Calendar" or email [jfreitag@georgefox.edu](mailto:jfreitag@georgefox.edu) for assistance

Month/Date	Day	Subject	Location
<b>August</b>			
15	Monday	8:00 – 11:30 a.m. All Community Meeting	Canyon Commons
15	Monday	7:00 p.m. – 9:00 p.m. New Adjunct Orientation – Newberg	Stevens 207
15-16	Mon-Tue	M 12:30 p.m. – T 2:30 p.m. Seminary/College of Christian Studies Retreat	Canby Grove Chr Ctr
16	Thursday	12:00 – 4:00 p.m. New Faculty Orientation, Part 1	Hoover 102
16	Tuesday	5:30 – 7:30 p.m. New Faculty Barbecue with the President	Edwards House
17	Wednesday	8:00 a.m. – Noon New Faculty Orientation, Part 2	Hoover 102
18	Thursday	7:00 p.m. – 9:00 p.m. New Adjunct Orientation – Portland	PDS 280
18	Thursday	8:30 a.m. – Noon LIBA 100 Work Session	TBA
19	Friday	8:00 a.m. – 4:00 p.m. Faculty Conference	Canyon Commons
19	Friday	5:30 p.m. Faculty Family Potluck	Jaquith Park
19	Friday	Summer Semester (full) Ends	
22	Monday	12:00 p.m – 4:00 p.m. College of Arts and Sciences Chairs Retreat	TBD
29	Monday	Fall Semester Classes Begin	
30	Tuesday	10:50 – 11:40 a.m. Academic Convocation	Bauman
30	Tuesday	11:30 – 1:15 p.m. Newberg All Employee Lunch	Canyon Commons 102
25-27	Thurs-Sun	Welcome Weekend (New Student Orientation)	Various
<b>September</b>			
1	Thursday	Deadline for faculty to submit travel requests to AAO for 2016-17 fiscal year	On-line form
1	Thursday	10:50 – 11:40 a.m. Committee Meetings	Varies
2	Friday	9:00 – 11:00 a.m. College of Education Chairs Meeting	Roberts 177
2	Friday	Last Day for Adding Classes Online (without instructor approval)	
2	Friday	Last Day for Audit or Special Student Class Registration	
5	Monday	Labor Day Holiday (except Newberg campus)	
6	Tuesday	11:30 a.m. – 1:15 p.m. Newberg Campus Faculty Lunch	Canyon Commons 102
6	Tuesday	1:15 – 3:30 p.m. Seminary Dean's Council meeting	PDS 280
7	Wednesday	4:00 – 5:15 p.m. Undergraduate Coordinating Council meeting	Stevens 109
8	Thursday	Deadline for faculty to submit request for doctoral studies support to AAO (via on-line form from <a href="mailto:jfreitag@georgefox.edu">jfreitag@georgefox.edu</a> )	
11	Sunday	Last Day to Change Registration (Add/Drop)	
11	Sunday	Last Day to Submit Application for Degree (Fall Commencement Participation)	
13	Tuesday	11:30 – 1:15 p.m. Newberg Campus Faculty Lunch	Canyon Commons 102
13	Tuesday	12:00-1:00 p.m. Portland Center Community Lunch	PDS 155
14	Wednesday	Newberg Campus Serve Day – No daytime classes; evening classes meet	
14	Wednesday	3:30-4:30 p.m. Senate (undergraduate) 3:30-4:30 p.m. Senate (graduate) 4:30-6:30 p.m. Full Faculty Senate meeting	Canyon Commons Hoover 104 Canyon Commons
15	Thursday	Deadline for Trad UG curricular proposals to be submitted to Dean	
15	Thursday	Deadline for faculty to submit membership requests for 2016-17 fiscal year to AAO	On-line Form
15	Thursday	Portfolios due to AAO for peer review and promotion process	
15	Thursday	10:50-11:40 a.m. College of Arts & Sciences faculty meeting	Ross 208
20	Thursday	11:30 a.m. – 1:15 p.m. Newberg Campus Faculty Lunch	Canyon Commons 102
20	Tuesday	1:15 – 3:30 p.m. Seminary Dean's Council meeting	PDS 281

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21	Wednesday	3:15-5:00 p.m. College of Arts & Sciences Department Chair meeting	Lemmons Conf. Room
23	Friday	Call for Summer Research Grant and Research Leave Proposals	
23	Friday	Last day to exercise Pass/No Pass option (traditional undergraduate)	
27	Tuesday	11:30 – 1:15 p.m. Newberg ALL EMPLOYEE Lunch	Canyon Commons 102
28	Wednesday	3:30-4:30 p.m. Senate (undergraduate) 3:30-4:30 p.m. Senate (graduate) 4:30-6:30 p.m. Full Faculty Senate meeting	Canyon Commons Hoover 104 Canyon Commons
29	Thursday	3:30-5:00 p.m. All Employee Meeting	Hoover 105 & Portland Center
30	Friday	9:00 – 11:00 a.m. College of Education Chairs Meeting	Roberts 177
30	Friday	11:30 – 2:00 p.m. College of Education Meeting	Roberts 117
30	Friday	Homecoming Weekend	Various
<b>October</b>			
1	Saturday	Homecoming Weekend	Various
1	Saturday	Departments submit syllabi to <a href="mailto:syllabi@georgefox.edu">syllabi@georgefox.edu</a> . Send PDF with naming convention: COURSECODECourseNumber,CourseTitle,ProfessorLastName.pdf – example: CSIS201,IntrotoComputerScience,Doe.pdf	
1	Saturday	Sabbatical requests for 2017-18 due to AAO (electronic document only to <a href="mailto:jfreitag@georgefox.edu">jfreitag@georgefox.edu</a> )	
1	Saturday	All Spring Textbook Orders due through iGFU	
1	Saturday	Deadline for Trad UG curricular proposals to be submitted to Undergraduate Curriculum Committee (and Gen Ed Committee as applicable)	
3	Monday	Department Chairs begin faculty reviews. Summary to Dean December 1	
4	Tuesday	11:30 a.m. – 1:15 p.m. Newberg Campus Faculty Lunch	Canyon Commons 102
4	Tuesday	1 p.m. Seminary Team Meeting	PDS 280
5	Wednesday	4:00 – 5:15 p.m. Undergraduate Coordinating Council meeting	Stevens 109
6	Thursday	10:50 – 11:40 a.m. Committee Meetings	Varies
7	Friday	Mid-Semester Holiday (Newberg campus only)	
11	Tuesday	11:30 – 1:15 p.m. Newberg Campus Faculty Lunch	Canyon Commons 102
11	Tuesday	12:00-1:00 p.m. Portland Center Community Lunch	PDS 155
11	Tuesday	1:15 p.m. Seminary Dean’s Council Meeting	Contact <a href="mailto:sreamy@georgefox.edu">sreamy@georgefox.edu</a>
12	Wednesday	8:00 a.m. – 4:30 p.m. Seminary Board of Regents	TBD
12	Wednesday	3:30-4:30 p.m. Senate Meeting (undergraduate) 3:30-4:30 p.m. Senate Meeting (graduate) 4:30-6:30 p.m. Full Faculty Senate meeting	Canyon Commons Hoover 104 Canyon Commons
13	Thursday	10:50-11:40 a.m. College of Arts & Sciences Faculty meeting	Ross 208
13	Thursday	Deadline for Summer 2017/May 2017 Class Schedule Submissions to Registrar	
14-15	Fri – Sat	Board of Trustees Meetings	Newberg
14-15	Fri-Sun	Family Weekend	Varies
18	Tuesday	11:30 – 1:15 p.m. Newberg Campus Faculty Lunch (note change of location for this week only)	Roberts 117
18	Tuesday	5:00 p.m. Richter Scholar Symposium & 6:00 p.m. Faculty Lecture	Hoover 105 & Lobby
19	Wednesday	3:15-5:00 p.m. College of Arts & Sciences Department Chair meeting	Lemmons Conf. Room
19-21	Wed-Fri	Mid-semester grade entry (traditional undergraduate)	
24	Monday	Registration for Spring Semester Opens for Grad and ADP Students	

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25	Tuesday	11:30 – 1:15 p.m. Newberg ALL EMPLOYEE Lunch	Canyon Commons 102
26	Wednesday	3:30-4:30 p.m. Senate (undergraduate) 3:30-4:30 p.m. Senate (graduate) 4:30-6:30 p.m. Full Faculty Senate meeting	Canyon Commons Hoover 104 Canyon Commons
26	Wednesday	8:00 a.m. – 1:00 p.m. Fall Staff Conference	Newberg Campus
27	Thursday	3:30-5:00 p.m. All Employee Meeting	Hoover 105 & Portland Center
28	Friday	9:00 – 11:00 a.m. College of Education Chairs Meeting	Roberts 177
<b>November</b>			
1	Tuesday	Center for Peace and Justice Event (chapel plus evening lecture)	Hoover 105
1	Tuesday	11:30 – 1:15 p.m. Newberg Campus Faculty Lunch	Canyon Commons 102
1	Tuesday	1:15 – 3:30 p.m. Seminary Dean's Council Meeting	PDS 280
2	Wednesday	4:00-5:15 p.m. Undergraduate Coordinating Council meeting	Stevens 109
3	Thursday	10:50-11:40 a.m. Committee Meetings	Varies
4-5	Thurs – Fri	Fall Bruin Preview	Various
6	Sunday	Last Day to Withdraw without grade responsibility (trad undergraduate)	
8	Tuesday	11:30 – 1:15 p.m. Newberg Campus Faculty Lunch	Canyon Commons 102
9	Wednesday	3:30-4:30 p.m. Senate Meeting (undergraduate) 3:30-4:30 p.m. Senate Meeting (graduate) 4:30-6:30 p.m. Full Faculty Senate meeting	Canyon Commons Hoover 104 Canyon Commons
15	Tuesday	Third-year peer review reports from Department Chair to Dean to AAO	
15	Tuesday	Tenure peer review reports due to the peer review committee chair	
15	Tuesday	11:30 – 1:15 p.m. Newberg Campus Faculty Lunch	Canyon Commons 102
15	Tuesday	12:00-1:00 p.m. Portland Center Community Lunch	PDS 155
15	Tuesday	1:15 – 3:30 p.m. Seminary Dean's Council meeting	PDS 295
15	Tuesday	5pm Deadline for faculty to submit Summer Research Grant, Research Leave, and Writing Workshop proposals to AAO (lfair@georgefox.edu)	
16	Wednesday	3:15-5:00 p.m. College of Arts & Sciences Department Chair meeting	Lemmons Conf. Room
16	Wednesday	4 p.m. – 6:30 p.m. Portland Center Grad Night	PDS 155
17	Thursday	10:50-11:40 a.m. College of Arts & Sciences faculty meeting	ROSS 208
17	Thursday	3:30-5:00 p.m. All Employee Meeting	Hoover 105 & Portland Center
18	Friday	9:00-11:00 a.m. College of Education Chairs Meeting	Roberts 177
18	Friday	11:30 a.m. – 2:00 p.m. College of Education Meeting	Roberts 117
21	Monday	Noon – 4 p.m. LACI Exhibits	Hoover Lower Lobby EHS Atrium
22	Tuesday	11:30 – 1:15 p.m. Newberg ALL EMPLOYEE Lunch	Canyon Commons 102
23	Wednesday	3:30-4:30 p.m. Senate (undergraduate) 3:30-4:30 p.m. Senate (graduate) 4:30-6:30 p.m. Full Faculty Senate meeting	Canyon Commons Hoover 104 Canyon Commons
24-25	Thurs – Fri	Thanksgiving Holiday	
29	Tuesday	All Employee Lunch	Canyon Commons 102
<b>December</b>			
1	Thursday	Faculty evaluations due from Department Chair to Dean to AAO	
1	Thursday	10:50-11:40 a.m. Committee Meetings	Varies
5	Monday	Faculty loads for 2017-18 due to Dean	
6	Tuesday	10:00-11:00 p.m. Portland Center Community Brunch	PDS 155

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6	Tuesday	11:30 – 1:15 p.m. Newberg Campus Faculty Lunch	Canyon Commons 102
6	Tuesday	1:15 – 3:30 p.m. Seminary Dean’s Council meeting	PDS 280
7	Wednesday	4:00-5:15 p.m. Undergraduate Coordinating Council meeting	Stevens 109
12	Monday	Study Day for Traditional Undergraduate Students	
12	Monday	9:00 a.m. – 12:00 p.m. Undergraduate Faculty Senate meeting	Hoover 102
12	Monday	Final opportunity for approval of Trad UG curricular proposals by Senate	
12-16	Mon-Fri	Finals Week	
13	Tuesday	11:30 – 1:15 p.m. Newberg ALL EMPLOYEE Lunch	Canyon Commons 102
14	Wednesday	3:15-5:00 p.m. College of Arts & Sciences Department Chair meeting	Lemmons Conf. Room
15	Thursday	3:30-5:00 p.m. All Employee Meeting	Hoover 105 & Portland Center
16	Friday	9:00 – 11:00 a.m. College of Education Chairs Meeting	Roberts 177
16	Friday	7:00 p.m. Seminary Hooding Ceremony	PDS 155
16	Friday	7:00 p.m. DPS Graduation Banquet	Canyon Commons
16	Friday	Fall 2017 Graduate/ ADP Curriculum Approval Deadline	
16	Friday	Fall Semester Ends	
16-17	Fri – Sat	Commencement Activities – see commencement.georgefox.edu	Various
23, 26-27	Fri, Mon-Tue	Christmas Holiday for All Employees	
25	Sunday	Fall Grade Entry Deadline (extended from Friday, 12/23)	
Jan 2	Mon	New Year Holiday	

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