

Academic Business Calendar - Fall 2017			
View this electronically from your Gmail calendar account for the most up-to-date information. Search "Academic Business Calendar" or email aao@georgefox.edu for assistance			
Month/Date	Day	Subject	Location
Aug-Apr	Thursdays	10:50 – 11:40 a.m. are reserved for committee meetings	Newberg Campus
August			
14	Monday	7:00 p.m. – 9:00 p.m. New Adjunct Orientation – Portland	Portland Center PDS 155
15	Tuesday	8:00 – 11:30 a.m. All Community Meeting	Canyon Commons
15	Tuesday	7:00 p.m. – 9:00 p.m. New Adjunct Orientation – Newberg	Stevens 207
16	Wednesday	9:00 - 1:00 p.m. CAS Chairs Retreat	
16	Wednesday	12:00 – 4:00 p.m. New Faculty Orientation, Part 1	Hoover 102
17	Thursday	8:00 a.m. – Noon New Faculty Orientation, Part 2	Hoover 102
18	Friday	Summer Semester (full) Ends	
18	Friday	8:00 a.m. – 4:00 p.m. Faculty Conference	Canyon Commons
18	Friday	5:30 p.m. Faculty Family Potluck	Jaquith Park
24-27	Thurs-Sun	Welcome Weekend (Undergraduate New Student Orientation)	Various
28	Monday	Fall Semester Classes Begin	
29	Tuesday	10:50 – 11:40 a.m. Academic Convocation	Bauman
29	Tuesday	11:30 a.m. – 1:15 p.m. Newberg All Employee Lunch	Canyon Commons 102
September			
1	Friday	Deadline for faculty to submit travel requests to AAO for 2017-18 fiscal year. Enter requests on this form.	Enter requests on this form.
1	Friday	Last Day for Audit or Special Student Class Registration	
3	Sunday	Last Day for Adding Classes Online (without instructor approval)	
4	Monday	Labor Day Holiday (except Newberg campus)	
5	Tuesday	11:30 a.m. – 1:15 p.m. Newberg Campus Faculty Lunch	Canyon Commons 102
5	Tuesday	2:45-4:30 p.m. COB Faculty & Staff Monthly Meeting	Canyon Commons 102
6	Wednesday	12-1 p.m. Staff Development Lunch	Canyon Commons 101 & 102
6	Wednesday	4:00 – 5:15 p.m. Undergraduate Coordinating Council Meeting	Stevens 209
8	Friday	9:00-11:00 a.m. College of Education Leadership Team Meeting	RC 177
8	Friday	Deadline for faculty to submit request for doctoral studies support to AAO. Enter requests on this form.	Enter requests on this form.
8	Friday	3:00-5:00 p.m. College of Engineering Meeting	
10	Sunday	Last Day to Change Registration (Add/Drop)	
10	Sunday	Last Day for Students to Submit Application for Degree (Fall Commencement Participation)	
12	Tuesday	11:30 a.m. – 1:15 p.m. Newberg Campus Faculty Lunch	Canyon Commons 102
12	Tuesday	12:00-1:00 p.m. Portland Center Community Lunch	PDS 155
13	Wednesday	Newberg Campus Serve Day (No daytime classes; evening classes meet)	
13	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 103 Roberts Center 177 Canyon Commons 103
15	Friday	Deadline for Trad UG curricular proposals to be submitted to Dean	

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15	Friday	Deadline for faculty to submit membership requests for 2017-18 fiscal year to AAO. Enter requests on this form.	Enter requests on this form.
15	Friday	Portfolios due to AAO for peer review and promotion process	
17	Sunday	Deadline for Trad UG curriculum proposals to be submitted to Assistant Registrar and CAP Coach	
19	Tuesday	11:30 a.m. – 1:15 p.m. Newberg Campus Faculty Lunch	Canyon Commons 102
20	Wednesday	3:15 - 5:00 p.m. CAS Chairs Meeting	Lemmons 9
21	Thursday	10:50 - 11:40 a.m. CAS Faculty Meeting	Ross 208
22	Friday	Last day to exercise Pass/No Pass option (traditional undergraduate)	Various
22	Friday	Call for Summer Research Grant and Research Leave Proposals	
22-24	Fri-Sun	Homecoming Weekend	
26	Tuesday	11:30 a.m. – 1:15 p.m. Newberg ALL EMPLOYEE Lunch	Canyon Commons 102
27	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 103 Roberts Center 177 Canyon Commons 103
28	Thursday	3:30-5:00 p.m. All Employee Meeting	Canyon Commons & Portland Center
29	Friday	9:00-11:00 a.m. College of Education Leadership Team Meeting	PDN 204
29	Friday	11:00-1:00 p.m. College of Education Meeting	PDN 155
October			
1	Sunday	Deadline to submit syllabi to syllabi@georgefox.edu . Send PDF only with naming convention: COURSECODECourseNumber, CourseTitle, ProfessorLastName.pdf – example: CSIS201,IntrotoComputerScience,Doe.pdf	
1	Sunday	Sabbatical requests for 2017-18 due to AAO (electronic document only via email to aao@georgefox.edu)	
1	Sunday	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)	
2	Monday	Department Chairs begin faculty reviews. Summary to Dean Dec 1	
3	Tuesday	11:30 a.m. – 1:15 p.m. Newberg Campus Faculty Lunch	Canyon Commons 102
3	Tuesday	2:45-4:30 p.m. COB Faculty & Staff Monthly Meeting	Canyon Commons 102
5	Thursday	8 a.m. - 1 p.m. Fall Staff Conference	Newberg Campus
6	Friday	Mid-Semester Holiday (Newberg campus only)	
10	Tuesday	11:30 a.m.– 1:15 p.m. Newberg Campus Faculty Lunch	Canyon Commons 102
10	Tuesday	12:00-1:00 p.m. Portland Center Community Lunch	PDS 155
11	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 103 Roberts Center 177 Canyon Commons 103
11	Wednesday	4:00 – 5:15 p.m. Undergraduate Coordinating Council meeting (date moved due to conflict)	Stevens 209
13	Friday	9:00-11:00 a.m. College of Education Leadership Team Meeting	RC 177

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		Deadline for Summer 2018/May 2018 Class Schedule Submissions to Registrar	
17	Tuesday	11:30 a.m. – 1:15 p.m. Newberg Campus Faculty Lunch	Canyon Commons 103
17	Tuesday	5:00 p.m. - 6:00 p.m. Richter Scholar Symposium & 6:00 p.m. Faculty Lecture	Hoover 105 & Lobby
18	Wednesday	3:15 - 5:00 p.m. CAS Chairs Meeting	Lemmons 9
18-22	Wed-Sun	Mid-semester grade entry (traditional undergraduate)	
20-21	Fri – Sat	Board of Trustees Meetings	Newberg
19	Thursday	10:50 - 11:40 a.m. CAS Faculty Meeting	Ross 208
23	Monday	Registration for Spring Semester Opens for Grad and ADP Students	
24	Tuesday	11:30 a.m. – 1:15 p.m. Newberg Campus Faculty Lunch	Canyon Commons 102
25	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 103 Roberts Center 177 Canyon Commons 103
23	Tuesday	2:30-4:00 p.m. All Employee Meeting NOTE CHANGE	Canyon Commons
26-27	Thurs-Fri	Bruin Preview	
27	Friday	9:00-11:00 a.m. College of Education Leadership Team Meeting	PDN 204
27	Friday	3:00-5:00 p.m. College of Engineering Meeting	
27-29	Fri-Sun	Family Weekend	Varies
31	Tuesday	11:30 a.m. – 1:15 p.m. Newberg Campus ALL EMPLOYEE Lunch	Canyon Commons 102
November			
1	Wednesday	10 a.m. - 3 p.m. Exodus	Stevens Center Atrium
1	Wednesday	12-1 p.m. Staff Development Lunch	Canyon Commons 101 & 102
1	Wednesday	4:00-5:15 p.m. Undergraduate Coordinating Council meeting	Stevens 209
5	Sunday	Last Day to Withdraw without grade responsibility (trad undergraduate)	
7	Tuesday	11:30 a.m. – 1:15 p.m. Newberg Campus Faculty Lunch	Canyon Commons 102
7	Tuesday	2:45-4:30 p.m. COB Faculty & Staff Monthly Meeting	Canyon Commons 102
8	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 103 Roberts Center 177 Canyon Commons 103
10	Friday	9:00-11:00 a.m. College of Education Leadership Team Meeting	PDN 204
14	Tuesday	11:30 a.m. – 1:15 p.m. Newberg Campus Faculty Lunch	Canyon Commons 102
14	Tuesday	12:00-1:00 p.m. Portland Center Community Lunch	PDS 155
15	Wednesday	Third-year peer review reports from Dept Chair to Dean to AAO	
15	Wednesday	Tenure peer review reports due to the peer review committee chair	
15	Wednesday	5pm Deadline for faculty to submit Summer Research Grant, Research Leave, and Writing Workshop proposals to AAO (lfair@georgefox.edu)	
15	Wednesday	3:15 - 5:00 p.m. CAS Chairs Meeting	Lemmons 9
16	Thursday	10:50 - 11:40 a.m. CAS Faculty Meeting	Ross 208
16	Thursday	4:00 - 6:00 p.m. Portland Center Grad Night	PDS 155
17	Friday	3:00-5:00 p.m. College of Engineering Meeting	
21	Tuesday	11:30 a.m. – 1:15 p.m. Newberg Campus Faculty Lunch	Canyon Commons 102

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23-24	Thurs – Fri	Thanksgiving Holiday	
28	Tuesday	11:30 a.m. – 1:15 p.m. Newberg ALL EMPLOYEE Lunch	Canyon Commons 102
30	Thursday	3:30-5:00 p.m. All Employee Meeting	Hoover 105 & Portland Center
December			
1	Friday	3:00-5:00 p.m. College of Engineering Meeting	
1	Friday	Faculty evaluations due from Department Chair to Dean to AAO	
4	Monday	Faculty loads for 2018-19 due to Dean	
5	Tuesday	11:30 a.m. – 1:15 p.m. Newberg Campus Faculty Lunch	Canyon Commons 102
5	Tuesday	2:45-4:30 p.m. COB Faculty & Staff Monthly Meeting	Canyon Commons 102
6	Wednesday	12-1 p.m. Staff Development Lunch	Canyon Commons 101 & 102
6	Wednesday	4:00-5:15 p.m. Undergraduate Coordinating Council meeting	Stevens 209
7-8	Thurs-Fri	Honors Fellowship Day	
8	Friday	9:00-11:00 a.m. College of Education Leadership Team Meeting	RC 177
8	Friday	11:00-1:00 p.m. College of Education Meeting	RC 117
11	Monday	Study Day for Traditional Undergraduate Students	
11-15	Mon-Fri	Finals Week	
11	Monday	Final opportunity for approval of Trad UG curricular proposals by Senate	
13	Wednesday	9:00 a.m. – 12:00 p.m. Undergraduate Faculty Senate meeting	TBA
12	Tuesday	10:00-11:00 p.m. Portland Center Community Christmas Brunch	PDS 155
12	Tuesday	11:30 a.m. – 1:15 p.m. Newberg ALL EMPLOYEE Lunch	Canyon Commons 102
14	Thursday	3:30 p.m. - 5:00 p.m. All Employee Meeting	Canyon Commons 101 & 102
15	Friday	Fall Semester Ends	
15	Friday	Fall 2018 Graduate/ ADP Curriculum Approval Deadline	
16	Saturday	Midyear Commencement	
24	Sunday	Fall Grade Entry Deadline (extended from Friday, 12/22)	
25-27	Mon-Wed	Christmas Holiday for All Employees	

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