College of Engineering 2020-21 Annual Calendar

July 2020

1st  First day of Fall quarter pay period  
     (service period September 27, 2020 through December 18, 2020)

3th  Independence Day holiday observed

August 2020

1st  Deadline for submitting Winter quarter sabbatical requests in AP Folio

September 2020

1st  Fall quarter 9/9 temporary academic appointments (Unit 18 and Associate) due to Mira Lázaro

4th  Deadline to submit Spring 2021 Master Course Approvals

7th  Labor Day Holiday

15th  Campus default cut-off date for merit and promotion case materials to be submitted by faculty to departments

15th  Deadline for faculty to submit Report of Category I** and II Compensated Activities form (APM025, App C) for previous academic year, via OATS

28th  New Student Convocation

October 2020

1st  Fall quarter instruction begins

15th  Summer 2021 curriculum planning begins
November 2020

1st  First day of Winter quarter pay period
     (service period January 4, 2021 through March 19, 2021)

6th  Deadline to submit Summer 2021 and Fall 2021 Master Course Approvals

9th  Deadline for departments to upload Dean’s Review merit and promotion cases and Assistant Professor deferrals in AP Folio

10th Veterans Day Holiday

26th –27th   Thanksgiving Holiday

30th   Summer 2021 curriculum plans due to Joni Glenn

December 2020

1st   Deadline for submitting Spring quarter sabbatical requests in AP Folio

1st   Winter quarter 9/9 temporary academic appointments (Unit 18 and Associate) due to Mira Lázaro

14th  Deadline for departments to upload Expanded Review merit and promotion cases in AP Folio

24th - 25th   Christmas Holiday

31st - Jan 1st   New Year's Holiday

January 2021

4th   Winter quarter instruction begins

8th   Deadline to submit 2021-22 curricular/program changes to Haley Orton for FEC and Academic Senate approval
15th  2021-22 Temporary Sub-0 and TA budget process begins (final budgets due to Joni Glenn in mid-February)

15th  Mid-year staffing list reconciliation – Joni Glenn

18th  M.L. King Holiday

February 2021

12th  Departmental FTE plans due to Mira Lázaro

15th  Presidents Day Holiday

16th  2021-22 Temporary Sub-0 and TA budget requests due to Joni Glenn

March 2021

1st  First day of Spring quarter pay period (service period March 29, 2021 through June 11, 2021)

1st  Spring quarter 9/9 temporary academic appointments (Unit 18 and Associate) due to Mira Lázaro

15th  List of all faculty awards received Spring 2020 through Spring 2021 due to Mira Lázaro

26th  Cesar Chavez Holiday

29th  Spring quarter instruction begins

April 2021

9th  Deadline to submit Winter 2022 Master Course Approvals

1st  Deadline for submitting Fall quarter sabbatical requests in AP Folio

14th  Open House - campus-wide open house (subject to change)
**May 2021**

31st  **Memorial Day Holiday**

**June 2021**

1st  9/12 Unit 18 Lecturer appointments for the 2021-22 academic year due to Mira Lázaro

12th  Commencement – Engineering Undergraduates (subject to change)

13th  Commencement – Graduate Division (subject to change)

18th  Final staffing list reconciliation due to Joni Glenn

21st  Summer Session instruction begins (ends Sept 11, 2021)

30th  Deadline for faculty to submit requests for Prior Approval for Compensated Outside Activities form for coming academic year, via OATS

* Academic Personnel
* Undergraduate Affairs
* Fiscal Planning
* Campus Holiday