

August 2009

Padnos College of Engineering and Computing Deans Office

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday																																																																																				
<div style="display: flex; justify-content: space-around;"> <div style="border: 1px solid black; padding: 5px;"> <p style="text-align: center; margin: 0;">Jul 2009</p> <table style="font-size: small; border-collapse: collapse; width: 100%;"> <tr><th>S</th><th>M</th><th>T</th><th>W</th><th>T</th><th>F</th><th>S</th></tr> <tr><td></td><td></td><td>1</td><td>2</td><td>3</td><td>4</td><td></td></tr> <tr><td>5</td><td>6</td><td>7</td><td>8</td><td>9</td><td>10</td><td>11</td></tr> <tr><td>12</td><td>13</td><td>14</td><td>15</td><td>16</td><td>17</td><td>18</td></tr> <tr><td>19</td><td>20</td><td>21</td><td>22</td><td>23</td><td>24</td><td>25</td></tr> <tr><td>26</td><td>27</td><td>28</td><td>29</td><td>30</td><td>31</td><td></td></tr> </table> </div> <div style="border: 1px solid black; padding: 5px;"> <p style="text-align: center; margin: 0;">Sep 2009</p> <table style="font-size: small; border-collapse: collapse; width: 100%;"> <tr><th>S</th><th>M</th><th>T</th><th>W</th><th>T</th><th>F</th><th>S</th></tr> <tr><td></td><td></td><td>1</td><td>2</td><td>3</td><td>4</td><td>5</td></tr> <tr><td>6</td><td>7</td><td>8</td><td>9</td><td>10</td><td>11</td><td>12</td></tr> <tr><td>13</td><td>14</td><td>15</td><td>16</td><td>17</td><td>18</td><td>19</td></tr> <tr><td>20</td><td>21</td><td>22</td><td>23</td><td>24</td><td>25</td><td>26</td></tr> <tr><td>27</td><td>28</td><td>29</td><td>30</td><td></td><td></td><td></td></tr> </table> </div> </div>						S	M	T	W	T	F	S			1	2	3	4		5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31		S	M	T	W	T	F	S			1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30				1
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	Grades due to be posted on Banner, 2nd 6 or 12 week classes																																																																																									
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	FTLC Orientation for Part-time faculty, Session 1, 12:30 - 3:30 pm, 261 PAD, only need to attend one session. Contact: Tamara Rosier		New Faculty Orientation for New tenure-track, visiting & affiliate faculty -- 8-3:15 p.m. -- Kirkhof Center & Henry Hall - Allendale Campus	FTLC Orientation for Part-time faculty, Session 2, 5:30-8:30 pm 205D DEV, only need to attend one session. Contact: Tamara Rosier New Faculty Orientation for New tenure-track, visiting & affiliate faculty -- 8-4 p.m. -- DeVos Center - Grand Rapids Pew Campus	F09 Payment Deadline FTLC Pre-Academy Workshop, 6:30-8:30 pm 107C DEV. Contact: Tamara Rosier	FTLC Adjunct Academy 9:00 am-12:30pm, 229E and 225E DEV. Contact: Tamara Rosier																																																																																				
23	24	25	26	27	28	29																																																																																				
	Dean's Retreat	New Faculty Welcome Luncheon, 11:30 am, University Club, DeVos	FTLC Fall Teaching & Learning Conference - see FTLC website. New Graduate Student Orientation - DeVos Loosmore Auditorium & Hager-Lubbers Exhibition Hall	Fall 2009 - Start-up Meeting University Wide Picnic, 5-8, DeVos Courtyard	Convocation, 11:30 am in Fieldhouse Arena - followed by all-campus picnic lunch near Cook Carillon Tower Plaza.	FOOTBALL - GVSU away vs. West Texas A & M (Canyon, TX) Whitecaps College Outing, 7 p.m.																																																																																				
		Helping Hands Volunteer Freshmen Move In (reslife@gvsu.edu)																																																																																								
30	31																																																																																									
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September 2009

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		1	2	3	4 <small>Last Day to Add, Pay or 100% tuition refund</small>	5 <small>FOOTBALL - GVSU @ Indianapolis</small>																																																																																										
6	7 <div style="border: 1px solid black; border-radius: 50%; width: 40px; height: 20px; margin: 10px auto; text-align: center; line-height: 20px;">Labor Day</div>	8 <small>No Classes-Labor Day Break extended for students - Offices Open</small>	9	10 <small>2nd Annual International Faculty Welcome/Reception, 4-6 p.m. in Kirkhof Center, Allendale. Call x13886 for information.</small>	11	12 <small>FOOTBALL - GVSU vs. Saginaw Valley - 7:00 kickoff</small>																																																																																										
13	14	15 <small>Deadline for John Logie Fellow Program, visit www.gvsu.edu/provost for information</small>	16	17	18	19 <small>FOOTBALL - GVSU @ Ferris State, 7:00 kickoff</small>																																																																																										
20	21 <small>Syllabi, Office Hours & Previous semester Faculty Absence Report & Evaluations</small>	22 <div style="border: 1px solid black; padding: 5px; width: fit-content; margin: 10px auto;"><small>Office hours with the Dean, 11 - 5, KEN 332. Scheduling with Joan is appreciated but not required.</small></div>	23 <div style="border: 1px solid black; padding: 5px; width: fit-content; margin: 10px auto;"><small>PCEC Executive Committee Meeting - KEN 330, 12:30-2:30</small></div>	24	25 <small>75% Tuition Refund Deadline</small>	26 <small>FOOTBALL - GVSU @ Michigan Tech</small>																																																																																										
27	28	29	30 <div style="border: 1px solid black; padding: 5px; width: fit-content; margin: 10px auto;"><small>Office hours with the Dean, 1 - 5, C-2-204. MAK. Scheduling with Joan is appreciated but not required.</small></div> <div style="border: 1px solid black; padding: 5px; width: fit-content; margin: 10px auto;"><small>United Way Campaign, September 30 - October 14</small></div>	<div style="border: 1px solid black; padding: 5px; width: 100%; text-align: center;"> <p><small>Aug 2009</small></p> <table style="width: 100%; border-collapse: collapse;"> <tr><td style="text-align: center;">S</td><td style="text-align: center;">M</td><td style="text-align: center;">T</td><td style="text-align: center;">W</td><td style="text-align: center;">T</td><td style="text-align: center;">F</td><td style="text-align: center;">S</td></tr> <tr><td></td><td></td><td></td><td></td><td></td><td></td><td style="text-align: center;">1</td></tr> <tr><td style="text-align: center;">2</td><td style="text-align: center;">3</td><td style="text-align: center;">4</td><td style="text-align: center;">5</td><td style="text-align: center;">6</td><td style="text-align: center;">7</td><td style="text-align: center;">8</td></tr> <tr><td style="text-align: center;">9</td><td style="text-align: center;">10</td><td style="text-align: center;">11</td><td style="text-align: center;">12</td><td style="text-align: center;">13</td><td style="text-align: center;">14</td><td style="text-align: center;">15</td></tr> <tr><td style="text-align: center;">16</td><td style="text-align: center;">17</td><td style="text-align: center;">18</td><td style="text-align: center;">19</td><td style="text-align: center;">20</td><td style="text-align: center;">21</td><td style="text-align: center;">22</td></tr> <tr><td style="text-align: center;">23</td><td style="text-align: center;">24</td><td style="text-align: center;">25</td><td style="text-align: center;">26</td><td style="text-align: center;">27</td><td style="text-align: center;">28</td><td style="text-align: center;">29</td></tr> <tr><td style="text-align: center;">30</td><td style="text-align: center;">31</td><td></td><td></td><td></td><td></td><td></td></tr> </table> </div>	S	M	T	W	T	F	S							1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31						<div style="border: 1px solid black; padding: 5px; width: 100%; text-align: center;"> <p><small>Oct 2009</small></p> <table style="width: 100%; border-collapse: collapse;"> <tr><td style="text-align: center;">S</td><td style="text-align: center;">M</td><td style="text-align: center;">T</td><td style="text-align: center;">W</td><td style="text-align: center;">T</td><td style="text-align: center;">F</td><td style="text-align: center;">S</td></tr> <tr><td></td><td></td><td></td><td></td><td></td><td></td><td style="text-align: center;">1 2 3</td></tr> <tr><td style="text-align: center;">4</td><td style="text-align: center;">5</td><td style="text-align: center;">6</td><td style="text-align: center;">7</td><td style="text-align: center;">8</td><td style="text-align: center;">9</td><td style="text-align: center;">10</td></tr> <tr><td style="text-align: center;">11</td><td style="text-align: center;">12</td><td style="text-align: center;">13</td><td style="text-align: center;">14</td><td style="text-align: center;">15</td><td style="text-align: center;">16</td><td style="text-align: center;">17</td></tr> <tr><td style="text-align: center;">18</td><td style="text-align: center;">19</td><td style="text-align: center;">20</td><td style="text-align: center;">21</td><td style="text-align: center;">22</td><td style="text-align: center;">23</td><td style="text-align: center;">24</td></tr> <tr><td style="text-align: center;">25</td><td style="text-align: center;">26</td><td style="text-align: center;">27</td><td style="text-align: center;">28</td><td style="text-align: center;">29</td><td style="text-align: center;">30</td><td style="text-align: center;">31</td></tr> </table> </div>	S	M	T	W	T	F	S							1 2 3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
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<p style="font-size: 2em; margin: 0;">11</p>	<p style="font-size: 2em; margin: 0;">12</p> <p style="font-size: x-small; margin: 5px 0;">Columbus Day (National Holiday)</p> <p style="font-size: x-small; margin: 5px 0;">First Round of Schedule from Registrar's Office to Dean's Office (tentative)</p>	<p style="font-size: 2em; margin: 0;">13</p>	<p style="font-size: 2em; margin: 0;">14</p> <p style="font-size: x-small; margin: 5px 0;">Study Abroad Fair, KC, 10-4</p>	<p style="font-size: 2em; margin: 0;">15</p> <div style="border: 1px solid black; padding: 5px; font-size: x-small; margin: 5px auto; width: 80%;"> <p>Office hours with the Dean, 9-3, C-2-204 MAK. Scheduling with Joan is appreciated but not required.</p> </div> <p style="font-size: x-small; margin: 5px 0;">Sabbatical Proposals for 2010/2011 due to School Director</p>	<p style="font-size: 2em; margin: 0;">16</p> <p style="font-size: x-small; margin: 5px 0;">Board of Trustees Meeting @ 11:30 am, Kirkhof Center, Allendale</p> <p style="font-size: x-small; margin: 5px 0;">Bosses Day</p>	<p style="font-size: 2em; margin: 0;">17</p> <p style="font-size: small; margin: 5px 0;">FOOTBALL - GVSU vs Findlay - Homecoming kickoff 7:00 p.m.</p> <p style="font-size: x-small; margin: 5px 0;">Sweetest Day</p>																																																																																					
<p style="margin: 0;">Fall 2009 Mid Term Examinations</p>																																																																																											
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<p style="margin: 0; font-size: x-small;">Campus Sustainability Week - October 19-24, contact Andrea Marz @ x17366 to get involved</p>																																																																																											
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1 Daylight Savings Time Ends (fall back)	2 <div style="border: 1px solid black; padding: 2px; margin-bottom: 5px;"> 2010-2011 Faculty Sabbatical Proposals due to Dean's Office </div> Faculty Promotion Nominations due to School Directors	3 USA Election Day	4	5	6	7 FOOTBALL - GVSU vs. Wayne State 1:00 p.m. kickoff																																																																																					
8	9 <div style="border: 1px solid black; padding: 2px; margin-bottom: 5px;"> GA Packets for W10 due in the Dean's Office </div> Grant, Co-op and Intern employment information due in the Dean's Office <div style="border: 1px solid black; padding: 2px;"> Winter 2010 Staffing Plans due in the Dean's Office </div>	10	11 <div style="border: 1px solid black; padding: 2px; margin-bottom: 5px;"> PCEC Executive Committee Meeting, KEN 330, 12:30-2:30 </div> Veterans Day	12	13 First Round of Schedule to Registrar's Office from Dean's Office (tentative)	14																																																																																					
15 Opening Day of Deer Hunting	16 <div style="border: 1px solid black; padding: 2px;"> Promotion Nominations due to Dean's Office </div>	17	18	19	20 Dean's Office will re-send Winter 2010 personnel action information w/revisions.	21																																																																																					
22	23	24	25 No Classes - Extension of Student break. Offices are open.	26 University is CLOSED! <div style="border: 1px solid black; border-radius: 50%; width: 50px; height: 30px; margin: 10px auto; text-align: center; line-height: 30px;"> Thanksgiving Day </div>	27 University is CLOSED!	28																																																																																					
29	30	<div style="display: flex; justify-content: space-around;"> <table border="1" style="border-collapse: collapse; text-align: center;"> <caption>Oct 2009</caption> <thead> <tr><th>S</th><th>M</th><th>T</th><th>W</th><th>T</th><th>F</th><th>S</th></tr> </thead> <tbody> <tr><td></td><td></td><td></td><td></td><td>1</td><td>2</td><td>3</td></tr> <tr><td>4</td><td>5</td><td>6</td><td>7</td><td>8</td><td>9</td><td>10</td></tr> <tr><td>11</td><td>12</td><td>13</td><td>14</td><td>15</td><td>16</td><td>17</td></tr> <tr><td>18</td><td>19</td><td>20</td><td>21</td><td>22</td><td>23</td><td>24</td></tr> <tr><td>25</td><td>26</td><td>27</td><td>28</td><td>29</td><td>30</td><td>31</td></tr> </tbody> </table> <table border="1" style="border-collapse: collapse; text-align: center;"> <caption>Dec 2009</caption> <thead> <tr><th>S</th><th>M</th><th>T</th><th>W</th><th>T</th><th>F</th><th>S</th></tr> </thead> <tbody> <tr><td></td><td></td><td></td><td>1</td><td>2</td><td>3</td><td>4</td><td>5</td></tr> <tr><td>6</td><td>7</td><td>8</td><td>9</td><td>10</td><td>11</td><td>12</td></tr> <tr><td>13</td><td>14</td><td>15</td><td>16</td><td>17</td><td>18</td><td>19</td></tr> <tr><td>20</td><td>21</td><td>22</td><td>23</td><td>24</td><td>25</td><td>26</td></tr> <tr><td>27</td><td>28</td><td>29</td><td>30</td><td>31</td><td></td><td></td></tr> </tbody> </table> </div>					S	M	T	W	T	F	S					1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	S	M	T	W	T	F	S				1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31		
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December 2009

Padnos College of Engineering and Computing Deans Office

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday																																																	
<div style="border: 1px solid black; padding: 5px; margin-bottom: 10px;"> <p style="text-align: center;">Nov 2009</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <th>S</th><th>M</th><th>T</th><th>W</th><th>T</th><th>F</th><th>S</th> </tr> <tr> <td>1</td><td>2</td><td>3</td><td>4</td><td>5</td><td>6</td><td>7</td> </tr> <tr> <td>8</td><td>9</td><td>10</td><td>11</td><td>12</td><td>13</td><td>14</td> </tr> <tr> <td>15</td><td>16</td><td>17</td><td>18</td><td>19</td><td>20</td><td>21</td> </tr> <tr> <td>22</td><td>23</td><td>24</td><td>25</td><td>26</td><td>27</td><td>28</td> </tr> <tr> <td>29</td><td>30</td><td></td><td></td><td></td><td></td><td></td> </tr> </table> </div>	S	M	T	W	T	F	S	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30							<p style="text-align: center; font-size: 2em;">1</p> <p>College Personnel Committee recommends Sabbatical action to Dean's Office</p> <p>Tentative W10 Adj/Ovl letters due to the HRO</p>	<p style="text-align: center; font-size: 2em;">2</p>	<p style="text-align: center; font-size: 2em;">3</p>	<p style="text-align: center; font-size: 2em;">4</p>	<p style="text-align: center; font-size: 2em;">5</p> <p>Awards of Distinction Scholarship Competition Date (typically 11:30-3:30) Contact person: Noreen Savage of ColS</p>							
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<p style="text-align: center; font-size: 2em;">6</p>	<p style="text-align: center; font-size: 2em;">7</p>	<p style="text-align: center; font-size: 2em;">8</p>	<p style="text-align: center; font-size: 2em;">9</p> <div style="border: 1px solid black; padding: 2px; margin: 5px auto; width: 80%;"> <p>PCEC Executive Committee Meeting, KEN 330, 12:30-2:30</p> </div>	<p style="text-align: center; font-size: 2em;">10</p> <div style="border: 1px solid black; padding: 2px; margin: 5px auto; width: 80%;"> <p>Padnos College Project Day - Kennedy Hall of Engineering</p> </div>	<p style="text-align: center; font-size: 2em;">11</p> <p>Board of Trustee Meeting @ 11:30 am, Eberhard Center</p>	<p style="text-align: center; font-size: 2em;">12</p> <p>Fall 2009 Classes end</p> <div style="border: 1px solid black; padding: 2px; margin: 5px auto; width: 80%;"> <p>Fall 2009 Commencement</p> </div>																																																	
<p style="text-align: center; font-size: 2em;">13</p>	<p style="text-align: center; font-size: 2em;">14</p> <p>Final Round of Schedule from Registrar's Office to Dean's Office. (tentative)</p>	<p style="text-align: center; font-size: 2em;">15</p> <p>Dean's Office notifies Candidates and School Directors of Sabbatical action decisions.</p>	<p style="text-align: center; font-size: 2em;">16</p>	<p style="text-align: center; font-size: 2em;">17</p>	<p style="text-align: center; font-size: 2em;">18</p> <p>Payment Deadline W10</p>	<p style="text-align: center; font-size: 2em;">19</p>																																																	
<p>Fall 2009 Examinations</p>																																																							
<p style="text-align: center; font-size: 2em;">20</p>	<p style="text-align: center; font-size: 2em;">21</p>	<p style="text-align: center; font-size: 2em;">22</p> <div style="border: 1px solid black; padding: 2px; margin: 5px auto; width: 80%;"> <p>Grades due to be posted in Banner by noon today by faculty!</p> </div>	<p style="text-align: center; font-size: 2em;">23</p>	<p style="text-align: center; font-size: 2em;">24</p> <p>Grades available to students today</p>	<p style="text-align: center; font-size: 2em;">25</p>	<p style="text-align: center; font-size: 2em;">26</p>																																																	
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