

## Academic Administrative

### Calendar 2022-2023

Contact the Testing Center for information regarding student test dates. Campus Event Information can be found at [www.uwyo.edu/calendar](http://www.uwyo.edu/calendar).

#### July 2022

- 5 Independence Day holiday - offices closed; classes excused
- 13-16 Trustees' meeting

#### August 2022

- 2 Last day of Summer Session
- 14 Saddle Up Begins: Residence halls open for freshman
- 16 New Faculty reporting date
- 16 Fall Graduate Assistant reporting date
- 17 Trustees' meeting (conference call)
- 17 College of Law – Incoming first year orientation
- 16-17 New Faculty orientation
- 18 Residence Halls open for non-freshman
- 18 Returning faculty reporting date
- 18 Summer 2022 final grades must be submitted online by noon
- 22 Begin Academic Year office hours (8 a.m. -5 p.m.)
- 22 College of Law classes begin
- 22 Classes begin (late registration, add/drop period begins)
- 23 Add, change sections, or change grading options for first half semester courses
- 24 Dean's Onboarding and Review workshop
- 25 Add, change sections, or change grading options for the semester
- 31 Last day to drop courses from the 16-week semester w/o penalty
- 31 Health Insurance selection deadline

#### September 2022

- 5 Labor Day – offices closed; classes excused
- 7 Dean's Onboarding and Review workshop
- 12 Faculty Senate meeting
- 14-16 Trustees' meeting (Laramie)
- 21 Early Alert progress reporting opens in Navigate
- 23 Call for sabbatical nominations
- 23 First half semester course withdrawal deadline
- 26 Faculty Senate meeting
- 28 Deans/Department Head's workshop
- 30 Early Alert progress reports due via Navigate

#### October 2022

- 5 Spring 2023 class schedule posted
- 10 Faculty Senate meeting
- 12 Trustees' meeting (conference call)
- 13 Mid-semester - classes in session
- 14 Mid-semester break-classes excused
- 17 First day of second half block (8-week courses)
- 17 Advising period for spring 2023 registration
- 17 College of Law - spring registration begins
- 18 Add, change sections, or change grading options deadline for second half semester courses

- 19 Summer 2023 class schedule open for departments to edits
- 20 Mid-semester grades must be loaded online by noon
- 20 Second half semester course drop deadline
- 21 A&S Keith & Thyra Thomson Honors Convocation
- 23 Wyoming Articulation Summit
- 24 Faculty Senate meeting
- 31 Call for faculty award nominations

#### November 2022

- 1 Fall 2023 class schedule open to departments to edit
- 4 Individual course withdrawal deadline
- 7 Faculty Senate meeting
- 11 Summer 2023 class schedule first draft due from departments
- 12 Discovery Days
- 14 Sabbatical leave recommendations due in Academic Affairs
- 16-18 Trustees' meeting (Laramie)
- 21-23 Classes excused
- 21-22 College of Law classes in session
- 23 Second half semester course withdrawal deadline
- 24-25 Thanksgiving Break – offices closed; classes excused
- 28 All course withdrawal deadline for fall 2022
- 28 Faculty Senate meeting
- 29 College of Law – last day of classes
- 29 Summer 2023 class schedule reviewed by departments for final edits. Schedule closes for Final Error Checking.

#### December 2022

- 5-14 College of Law - final exam period
- 5 Registration for spring 2023 for new transfer or re-enrolling students begins
- 9 Last day of classes
- 10 Winter commencement
- 11 Study day
- 12-16 Finals week
- 12 Faculty Senate meeting
- 14 Trustees' meeting (conference call)
- 17 Resident Halls close for winter break at noon, winter break housing application available mid October (See ResLife webpage)
- 22 Final grades due online (by noon)
- Dec 20-Jan 14 J-Term/Winter Term
- 23-26 Christmas holiday – offices closed
- 27-29 Winter closure - offices closed
- 30-Jan 2 New Year's holiday – offices closed

#### January 2023

- 2 Non-first year cases due to the Dean's office (colleges may have earlier deadline for some of these cases)
- 2 New Year's holiday – offices closed
- 3 Administrative and classified staff performance evaluations available in HCM
- 3 Academic Personnel annual reviews begin
- 9 Call for Flittie sabbatical nominations
- 18-20 Trustees' meeting (Laramie)
- Dec 20-Jan 14 Winter Term

- 13 Residence halls open (8 a.m.)
- 16 Martin Luther King, Jr. /Wyoming Equality Day – offices closed; classes excused
- 17 2023-2024 University Catalog published
- 17 Classes begin; late registration and drop/add begins
- 17 College of Law classes begin
- 18 Add, change sections, or change grading options deadline for first half semester courses
- 20 Summer 2023 bulletin posted
- 20 Add, late register, change sections, change grading options deadline for semester courses
- 20 First half semester course drop deadline
- 20 & 27 Trustees' Scholars Award Selection Process
- 23 Summer 2023 class schedule published
- 23 Forward all first-year reappointment packets to college deans
- 23 Faculty Senate meeting
- 26 Health insurance selection change deadline
- 26 Semester length course drop deadline (and receive full refund)
- 30 Forward all non-first year cases to Academic Affairs

### **February 2023**

- 1 Fall 2023 class schedule deadline to upload 1st round of class schedule
- 6 Faculty Senate meeting
- 13 All first-year reappointment packets to Academic Affairs
- 13 Early Alert progress reports due via Navigate
- 13 Fall 2023 class schedule opens to departments for checking room assignments & to make any desire changes
- 15 Trustees' meeting (conference call)
- 17 Semester break
- 17 Graduate Education faculty & student awards nominations due in Academic Affairs by 5 p.m.
- 20 Faculty Senate meeting
- 21 Fall 2023 class schedule final draft due from departments. Schedule closes for Final Error Checking
- 23 First-half block course withdrawal deadline
- 24 Faculty award nominations due to Academic Affairs

### **March 2023**

- 1 Registration opens for summer 2023 courses
- 1 Fall 2023 class schedule open to the public
- 3 Flittie sabbatical nominations due in Academic Affairs
- 6-7 University Reappointment, Tenure & Promotion Committee meetings
- 6 Faculty Senate meeting
- 8 Mid-semester break

- 13-17 Spring break
- 20 First day of second half block
- 20 Registration for fall 2023 begins for continuing students
- 21 Add, change sections, or change grading options deadline for second half semester courses
- 21 Mid-semester grades must be submitted online (by noon)
- 22-24 Trustees' meeting (Laramie)
- 23 Second half semester course drop deadline
- 24 Admitted Student Day
- 27 Faculty Senate meeting
- 31 Administrative and classified staff performance evaluations due in HCM

### **April 2023**

- 1 Discovery Days
- 7 Admitted Student Day
- 10 Faculty Senate meeting
- 12 Trustees' meeting (conference call)
- 14 Admitted Student Day
- 14 Individual semester course withdrawal deadline
- 18 Spring 2024 class schedule open to departments to edits
- 21 Deadline to complete Spring 2023 all-school withdrawal
- 23 Undergraduate Research Day
- 24 Faculty Senate meeting
- 25 Tobin/Spitaleri Recognition Luncheon
- TBD Buchanan Lecture
- 27 Second half semester course withdrawal deadline
- 28 College of Law – last day of classes

### **May 2023**

- 3-11 College of Law final exams
- 5 Last day of classes
- 8-12 Finals week
- 8 Registration for fall 2023 for new or re-enrolling students
- 8 Faculty Senate meeting
- 10-12 Trustees' meeting (Laramie)
- 13 Commencement
- 13 College of Law commencement
- 13 Residence Halls close (noon)
- 14 UW-Casper commencement
- 15 Begin summer office hours – 7:30 a.m. – 4:30 p.m.
- 18 Spring 2023 final grades must be submitted online (by noon)
- 19 Admitted Student Day
- 19 Last working day for Academic Year employees
- 22 Summer Session 2023 begins
- 29 Memorial Day – offices closed

### **June 2023**

- 14 Trustees' meeting (conference call)