

2018-19 SPA Faculty Calendar
Fall 2018

Event	Date/Time	Place/Notes
New Student Orientation	Aug. 17	1:00pm - 5:00pm Zimmerman Library B30-Faculty Introductions @ 3:30pm; Faculty Club-Social @ 4:00pm
Leave Without Pay (planned) for Spring 2019	Aug. 20	5:00pm Email request to Director
Sabbatical Leave for Spring 2019	Aug. 20	5:00pm Email request to Director
Call for Agenda Items	Aug. 24-Aug. 29	N/A Email to akamman@unm.edu by Aug. 29 @ 5:00pm
Research Semester Request for Spring 2019	Aug. 27	5:00pm Email request to Director
Faculty Meeting	Fri Sept. 7	1:30pm - 3:00pm SPA Classroom (SSCO 3rd Flr Rm 3030)
Call for Agenda Items	Sept. 21-Sept. 26	N/A Email to akamman@unm.edu by Sept. 26 @ 5:00pm
MPA Committee Meeting	Fri Sept. 28	1:00pm - 2:00pm Director's Conference Rm (SSCO 3rd Flr Rm 3022)
MHA Committee Meeting	Fri Sept. 28	2:30pm - 3:30pm Director's Conference Rm (SSCO 3rd Flr Rm 3022)
Faculty Meeting	Fri Oct. 5	1:30pm - 3:00pm SPA Classroom (SSCO 3rd Flr Rm 3030)
Special Faculty Meeting	Fri Oct. 22	1:00pm - 2:00pm SPA Classroom (SSCO 3rd Flr Rm 3030) Will discuss APR
Call for Agenda Items	Oct. 19- Oct. 24	N/A Email to akamman@unm.edu by Oct. 24 @ 5:00pm
MPA Committee Meeting	Fri Oct. 26	1:00pm - 2:00pm Director's Conference Rm (SSCO 3rd Flr Rm 3022)
MHA Committee Meeting	Fri Oct. 26	2:30pm - 3:30pm Director's Conference Rm (SSCO 3rd Flr Rm 3022)
Faculty Meeting	Fri Nov. 2	1:30pm - 3:00pm SPA Classroom (SSCO 3rd Flr Rm 3030)
APR Meeting w/Faculty	Thurs Nov. 8	3:00pm - 4:00pm SPA Classroom (SSCO 3rd Flr Rm 3030)
APR Reception	Thurs Nov. 8	4:00pm - 5:00pm SPA Lobby
Sabbatical Request for Fall 2019 or AY20	Nov. 9	5:00pm Email request to Director
SPA Thanksgiving Potluck	Fri Nov. 16	12:30pm - 2:00pm SPA Classroom (SSCO 3rd Flr Rm 3030)
Call for Agenda Items	Nov. 21 - Nov. 28	N/A Through Email to akamman@unm.edu by Nov. 28 @ 5:00pm
MPA Committee Meeting	Fri Nov. 30	1:00pm - 2:00pm Director's Conference Rm (SSCO 3rd Flr Rm 3022)
MHA Committee Meeting	Fri Nov. 30	2:30pm - 3:30pm Director's Conference Rm (SSCO 3rd Flr Rm 3022)
SPA Jingle, Mingle & Mix	Fri Nov. 30	4:00pm - 5:30pm SPA Lobby
Promotion to Full Professor File Due	Dec. 3	5:00pm Upload to RPT App; Business Manager has instructions for Faculty Members
Promotion with Tenure File Due	Dec. 3	5:00pm Upload to RPT App; Business Manager has instructions for Faculty Members
Faculty Meeting	Fri Dec. 7	1:30pm - 3:00pm SPA Classroom (SSCO 3rd Flr Rm 3030)
Finals Week	Dec. 10 - Dec. 15	N/A No Classes
Core Course SLO's Due	Dec. 17 - Dec. 22	N/A Email to Director

Spring 2019

Event	Date/Time	Place
Retention (aka Mid-Probationary) Review File Due	Jan. 28	5:00pm Upload to RPT App; Business Manager has instructions for Faculty Members
Leave Without Pay request due for Fall 2019 or AY20	Jan. 7	5:00pm Email request to Director
Call for Agenda Items	Jan. 18 - Jan. 23	N/A Through Email to akamman@unm.edu by Jan. 23 @ 5:00pm
Research Semester Request for Fall 2019	Jan. 28	5:00pm Email request to Director; See A&S Website for Instructions
Faculty Senator Nominations	Feb. 1	5:00pm Email Nominations to Director
Faculty Meeting	Feb. 1	1:30pm - 3:00pm SPA Classroom (SSCO 3rd Flr Rm 3030)
Call for Agenda Items	Feb. 15 - Feb. 20	N/A Email to akamman@unm.edu by Feb. 20 @ 5:00pm
MPA Committee Meeting	Fri Feb. 22	1:00pm - 2:00pm Director's Conference Rm (SSCO 3rd Flr Rm 3022)
MHA Committee Meeting	Fri Feb. 22	2:30pm - 3:30pm Director's Conference Rm (SSCO 3rd Flr Rm 3022)
Faculty Meeting	Fri Mar. 1	1:30pm - 3:00pm SPA Classroom (SSCO 3rd Flr Rm 3030)
Approval to Walk Forms (For Convocation Ceremony)	Mar. 18 - Apr. 29	N/A Email to akamman@unm.edu or to A. Kamman Mailbox; Chair/Capstone Course Instructor
Call for Agenda Items	Mar. 22 - Mar. 27	N/A Email to akamman@unm.edu by Mar. 27 @ 5:00pm
NASPA Site Visit Meetings	Mar. 25	TBD Email to each faculty member with time; Agenda by email
MPA Committee Meeting	Fri Mar. 29	1:00pm - 2:00pm Director's Conference Rm (SSCO 3rd Flr Rm 3022)
MHA Committee Meeting	Fri Mar. 29	2:30pm - 3:30pm Director's Conference Rm (SSCO 3rd Flr Rm 3022)
Faculty Meeting	Fri Apr. 1	1:30pm - 3:00pm SPA Classroom (SSCO 3rd Flr Rm 3030)
Annual Reviews of All Tenured and Tenure Track Faculty	Apr. 12	5:00pm Summaries & copies of individual review letters to A&S by May 31
Call for Agenda Items	Apr. 19 - Apr. 24	N/A Email to akamman@unm.edu by Apr. 24 @ 5pm
MPA Committee Meeting	Fri Apr. 26	1:00pm - 2:00pm Director's Conference Rm (SSCO 3rd Flr Rm 3022)
MHA Committee Meeting	Fri Apr. 26	2:30pm - 3:30pm Director's Conference Rm (SSCO 3rd Flr Rm 3022)
Faculty Meeting	Fri May 3	1:30pm - 3:00pm SPA Classroom (SSCO 3rd Flr Rm 3030)
Finals Week	May 6-11	N/A No Classes
SPA Convocation Ceremony	Fri May 10	4:00pm - 5:30pm Center for the Arts: Keller Hall-Arrive by 3:40pm; Reception immediately following ceremony
Core Course SLO's Due	May 13, 18	N/A Email to Director