

## ACADEMIC YEAR 2023–2024

*Schedule of meetings, events, holidays, and other important dates. Please mark your calendars!*

### AUTUMN QUARTER 2023

SEPTEMBER		
9/25 (M)	9:00-12:00	New Graduate Student Orientation <i>GWN M218 and SAV 168</i>
	1:00-2:00	New Graduate Student Orientation: Library Orientation <i>TEAL (GWN)</i>
	2:30-4:30	Fall Welcome Reception for all faculty, graduate students, and staff <i>Petersen Room, Allen Library</i>
9/26 (T)	9:30-12:00	TA Orientation <i>DEN 212</i>
	1:30-3:00	TEAL Orientation for continuing graduate students <i>TEAL (GWN)</i>
9/27 (W)		First day of instruction
OCTOBER		
10/13 (F)	3:30-5:00	Faculty Meeting
10/20 (F)	3:30-5:00	Personnel Meeting (reappointments)
10/27 (F)	3:30-5:00	Personnel Meeting (promotion cases)
NOVEMBER		
11/3 (F)	3:30-5:00	Faculty Meeting
11/10 (F)		<i>Holiday (Veterans Day observed)</i>
11/23 (Th)		<i>Holiday (Thanksgiving)</i>
11/24 (F)		<i>Holiday (Native American Heritage Day)</i>
DECEMBER		
12/1 (F)	3:30-5:00	TA Application Workshop <i>Zoom</i>
12/8 (F)		Last day of instruction
	3:30-5:00	Faculty Meeting
12/15 (F)		Last day of finals; end of Autumn Quarter

### ADDITIONAL RESOURCES

UW AY 23-24 calendar

<https://www.washington.edu/students/reg/2324cal.html>

UW holiday calendar

<https://hr.uw.edu/ops/leaves/holiday-calendar/>

## WINTER QUARTER 2024

### JANUARY

1/1 (M)		<i>Holiday (New Year's Day observed)</i>
1/3 (W)		First day of instruction
1/12 (F)	3:30-5:00	Faculty Meeting
1/15 (M)		<i>Holiday (Martin Luther King Jr. Day)</i>

### FEBRUARY

2/9 (F)	3:30-5:00	Faculty meeting and personnel meeting (Reappointments if needed for first year appointments)
2/13 (T)	5:00-7:00	Career Panel
2/16 (F)	2:00 – 4:00	Lunar New Year Celebration <i>Petersen Room, Allen Library</i>
2/19 (M)		<i>Holiday (Presidents' Day)</i>

### MARCH

3/8 (F)	3:30-5:00	Faculty Meeting
		Last day of instruction
3/15 (F)		Last day of finals; end of Winter Quarter

## SPRING QUARTER 2024

### MARCH

3/25 (M)		First day of instruction
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### APRIL

4/12 (F)	3:30-5:00	Faculty Meeting
4/19 (F)	3:30-5:00	Japanese Spring Mixer

### MAY

5/6 (M)	5:00-8:00	Andrew L. Markus Memorial Lecture and reception <i>KNE 225 (Walker Ames)</i>
5/10 (F)	3:30-5:00	Faculty Meeting
5/17 (F)	3:30-5:00	Merit Review Meeting <i>*Please attend if you are teaching this quarter and hold at least the rank of assistant teaching professor or assistant professor</i>
5/24 (F)	3:30-5:00	Merit Review Meeting <i>*Please attend if you are teaching this quarter and hold the rank of (full) teaching professor or (full) professor</i>
5/27 (M)		<i>Holiday (Memorial Day)</i>
5/31 (F)	3:30-5:00	Faculty Meeting
		Last day of instruction

### JUNE

6/7 (F)	3:30-6:00	Departmental Convocation and Awards Ceremony <i>KNE 210 and KNE 225 (Walker Ames)</i>
		Last day of finals; end of Spring Quarter
6/8 (Sat)		University of Washington Commencement <i>Husky Stadium</i>

## DEADLINES

### FOR FACULTY MEMBERS

- 11/3 (F)** Requests for leave of absence from faculty members wishing to take leaves of absence during AY 24-25  
*Submit to Chair*
- 4/1 (M)** Faculty Annual Reports  
*Submit to Chair*
- 5/13 (M)** Deadline for submitting merit review recommendations (other than those of full professors and full teaching professors)  
*Submit to Chair*
- 5/20 (M)** Deadline for submitting merit review recommendations of full professors and full teaching professors  
*Submit to Chair*

### FOR PROGRAM COORDINATORS

- 11/6 (M)** Teaching schedules for AY 2024-25 & Summer Quarter 2024  
*Submit to Associate Chair*
- 1/29 (M)** Recommendations for new graduate admissions  
*Submit to Graduate Admissions & Education Committee AND Academic Counselor*
- 2/20 (T)** Recommendations for TA appointments  
*Submit to Chair AND Academic Counselor*
- 5/24 (F)** Annual Graduate Student Review (AGSR) reports  
*Submit to Graduate Program Coordinator*

### FOR TA SUPERVISORS

- 12/15 (F)** TA evaluations for Autumn Quarter  
*Submit to Academic Counselor*
- 3/15 (F)** TA evaluations for Winter Quarter  
*Submit to Academic Counselor*
- 6/7 (F)** TA evaluations for Spring Quarter  
*Submit to Academic Counselor*

### FOR GRADUATE EDUCATION & ADMISSIONS COMMITTEE

- 2/5 (M)** Final Decisions on Graduate Admissions  
*Submit to Chair AND Academic Counselor*