

### 2015-2016 Faculty Senate Meeting Schedule

	August	September	October	November +	January	February	March ~ *	April
Committee reports/requests for Agenda items <i>in Word.doc format</i> (4 weeks before Senate meeting)	30 Jul '15	20 Aug '15	17 Sep '15	22 Oct '15	31 Dec '15	21 Jan '16	18 Feb '16	24 Mar '16
Agenda to Executive Committee (1 week prior to Exec Committee meeting = 4 <sup>th</sup> or 5 <sup>th</sup> TH)	6 Aug '15	27 Aug '15	24 Sep '15	29 Oct '15	07 Jan '16	28 Jan '16	25 Feb '16	31 Mar '16
Executive Committee meeting (1 <sup>st</sup> TH) – with the exception of Aug & Jan (2 <sup>nd</sup> TH)	13 Aug '15 3:30 PM Pres. Brd Rm	03 Sep '15 3:30 PM NH 2106	01 Oct '15 3:30 PM NH 2106	05 Nov '15 3:30 PM NH 2106	14 Jan '16 3:30 PM NH 2106	04 Feb '16 3:30 PM NH 2106	03 Mar '16 3:30 PM NH 2106	07 Apr '16 3:30 PM NH 2106
Email agenda to Senators & announce via VSUFAC (1 week prior to Senate meeting = 2 <sup>nd</sup> TH)	20 Aug '15	10 Sep '15	08 Oct '15	12 Nov '15	21 Jan '16	11 Feb '16	10 Mar '16	14 Apr '16
Faculty Senate Executive Committee meeting with VSU President	13 Aug '15 3:30 PM Pres. Brd Rm	10 Sep '15 3:30 PM Pres. Brd Rm	08 Oct '15 3:30 PM Pres. Brd Rm	12 Nov '15 3:30 PM Pres. Brd Rm	21 Jan '16 3:30 PM Pres. Brd Rm	11 Feb '16 3:30 PM Pres. Brd Rm	10 Mar '16 3:30 PM Pres. Brd Rm	14 Apr '16 3:30 PM Pres. Brd Rm
Faculty Senate Meeting (3 <sup>rd</sup> TH) with exception of Aug. & Jan. meeting (4 <sup>th</sup> TH)	27 Aug '15 Opening Session UC Mag 3:30 PM	17 Sep '15 UC Mag 3:30 PM	15 Oct '15 UC Mag 3:30 PM	19 Nov '15 UC Mag 3:30 PM	28 Jan '16 UC Mag 3:30 PM	18 Feb '16 UC Mag 3:30 PM	24 Mar '16* UC Mag 3:30 PM	21 Apr '16 UC Mag 3:30 PM
Items to VSU President for approval (1 week/5 working days after Senate Meeting=4 <sup>th</sup> TH)	03 Sep '15	24 Sep '15	22 Oct '15	03 Dec '15+	04 Feb '16	25 Feb '16	31 Mar '16~	28 Apr '16
Minutes to Senators (Email, VSUFAC) & Library (2 weeks/10 working days after Senate meeting)	10 Sep '15	01 Oct '15	29 Oct '15	10 Dec '15+	11 Feb '16	03 Mar '16	07 Apr '16*	05 May '16

+ = Items to VSU President for approval should be 26-Nov-'15, but because this is Thanksgiving, these will be sent on December 3rd.

~ = Items to VSU President for approval should be 17-Mar-'16, but because of Spring Break, these will be sent March 31<sup>st</sup>.

\* = Because Spring Break will be March 14-18, 2016; this will require a shift in the faculty senate meeting to the 4<sup>th</sup> Thursday.

**Other Important Dates (Please see *Senate By-laws*)**

All minutes & records to library (2014-2015)	30-Jun-'15
Annual Faculty Senate Report (2014-2015)	01-July-'15
Elected Senators assume duties	01-Aug-'15
Terms of committee members begin	01-Aug-'15
Committees send schedule of planned meetings to Committee on Committees	01-Oct-'15
Committees submit report on goals, etc. to Executive Committee	01-Oct-'15
Committees to submit written rules governing their procedures sent to Library	01-Oct-'15
Committee on Committee notifies Deans/Directors on Statutory Committee & Senate elections	01-Nov-'15
Nominating Committee proposed (last Senate meeting of Fall Semester)	19-Nov-'15
Deadline for Colleges/Divisions to Conduct Statutory Committee & Senate elections	15-Jan-'16
Election of Executive Secretary (2 <sup>nd</sup> Senate meeting of Spring semester)	18-Feb-'16
Committees submit written annual reports to Senate Secretary (1 month prior to May Senate meeting)	19-Apr-'16
All minutes and records to library (2015-2016)	30-Jun-'16
Annual Faculty Senate Report (2015-2016)	01-July-'16