

FACULTY GOVERNANCE CALENDAR

2021-2022

Summer 2021

August

DATE	DAY	TIME	ITEM	ROOM
August 16-27	Monday-Friday		DMin Summer courses	Virtual
August 28-31	Saturday-Tuesday		Student move-in and residential orientation	

Fall 2021

September

DATE	DAY	TIME	ITEM	ROOM
September 1	Wednesday	9:30am-3:30pm	Faculty day of work	Stewart
September 2	Thursday	morning afternoon	Orientation Degree/concentration sessions Academic advisement	
September 6	Monday		Labor Day holiday Last day to withdraw from Seminary with full tuition refund	
September 7	Tuesday		Fall semester begins	
September 12	Sunday	7:00pm	185 th Convocation	James Chapel
September 13	Monday		Course registration for Fall closes. Last day to add, drop without "W", or change enrollment type.	
September 15	Wednesday	12:00-1:00pm	Steering Committee	Dean's Office
		1:10-2:10pm	Academic Affairs Committee (AAC)	Stewart
		2:30-3:30pm	Assessment Committee (AC)	Stewart
		3:45-4:45pm	Governance and Policy (GovPo) Committee	Stewart
September 16	Thursday		Grades due for DMin Summer	
September 21	Tuesday	6:00-8:00pm	Faculty dinner/reception	TBD

rooms are included above, but in-person meetings are contingent upon covid-19 protocols and may be virtual

DATE	DAY	TIME	ITEM	ROOM
September 22	Wednesday	1:10-2:15pm	Field meetings: Bible/Sacred Texts, History, Practical Theology, Theology & Ethics	Various offices/ AD 116
		2:00-4:00pm	Modern language exams	207
		2:00-4:00pm	Student senate	AD 30
		2:30-3:30pm	Field meeting: Interreligious Engagement	AD 116
September 29	Wednesday	1:10-4:00pm	Hold for faculty meeting	Stewart

October

DATE	DAY	TIME	ITEM	ROOM
October 13	Wednesday	12:00-1:00pm	Steering Committee	Dean's Office
		1:10-2:10pm	Academic Affairs Committee (AAC)	Stewart
		2:30-3:30pm	Assessment Committee (AC)	Stewart
		3:45-4:45pm	Governance and Policy (GovPo) Committee	Stewart
October 14-15	Thursday-Friday		Reading days – no classes	
October 19	Tuesday	9:00am-4:00pm	Board of trustees meeting	Stewart
		5:30-8:30pm	Board of trustees dinner	TBD
October 20	Wednesday	1:10-2:15pm	Field meetings: Bible/Sacred Texts, History, Practical Theology, Theology & Ethics	Various offices/ AD 116
		2:00-4:00pm	Student senate	AD 30
		2:30-3:30pm	Field meeting: Interreligious Engagement	AD 116
October 27	Wednesday	1:10-4:00pm	Hold for faculty meeting	Stewart
		4:15-5:30pm	Hold for Committee on Appointments (CoA)	Stewart

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November

DATE	DAY	TIME	ITEM	ROOM
November 1	Monday		Last day to withdraw with "W" grade except for departure from Seminary	
November 1-12	Monday-Friday		Academic advisement for January & Spring	
November 3	Wednesday	12:00-1:00pm	Steering Committee	Dean's Office
		1:10-2:10pm	Academic Affairs Committee (AAC)	AD 116
		2:30-3:30pm	Assessment Committee (AC)	AD 116
		3:45-4:45pm	Governance and Policy (GovPo) Committee	AD 116
November 10	Wednesday	1:10-2:15pm	Field meetings: Bible/Sacred Texts, History, Practical Theology, Theology & Ethics – plan courses for 2022-23	Various offices/ AD 116
		2:00-4:00pm	Student senate	AD 30
		2:30-3:30pm	Field meeting: Interreligious Engagement – plan courses for 2022-23	AD 116
November 15	Monday		Course registration opens for January & Spring	
November 17	Wednesday	1:10-4:00pm	Hold for faculty meeting	Stewart
		4:15-5:30pm	Hold for Committee on Appointments (CoA)	Stewart
			Topic overview forms due for MA thesis, MDiv project, STM paper, DMin project	
November 22-24	Monday-Wednesday		Reading days – no classes	
November 25-26	Thursday-Friday		Thanksgiving holiday	
November 29	Monday		Field education mid-year evaluations due	
November 30	Tuesday		Last day of Tuesday classes	

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December

DATE	DAY	TIME	ITEM	ROOM
December 1	Wednesday		Last day of Wednesday classes	
		12:00-1:00pm	Steering Committee	Dean's Office
		1:10-2:10pm	Academic Affairs Committee (AAC)	AD 116
		2:00-4:00pm	Modern language exams	
		2:30-3:30pm	Assessment Committee (AC)	AD 116
		3:45-4:45pm	Governance and Policy (GovPo) Committee	AD 116
December 3	Friday		Proposals due for MA thesis, MDiv project, STM paper, DMin project	
December 6	Monday		Last day of Monday classes	
December 7	Tuesday		Last day of Thursday classes. Designated Thursday because of October break.	
December 8	Wednesday		Last day of Friday classes. Designated Friday because of October break.	
			Deadline for first-year MDiv field education placement conferences	
			Last day to submit extension requests for Fall coursework. Course requirements due.	
		1:10-4:00pm	Hold for faculty meeting – <i>include new admissions software orientation</i>	Stewart
		2:00-4:00pm	Student senate	AD 30
		4:15-5:30pm	Admissions Committee – first-degree committee readers & PhD field conveners	
December 9	Thursday		Reading day	
December 10, 13	Friday, Monday		Final exams	

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DATE	DAY	TIME	ITEM	ROOM
December 13	Monday		Fall semester ends	
December 23-31	Thursday-Friday		Semester break	

Spring 2022

January

DATE	DAY	TIME	ITEM	ROOM
January 5	Wednesday		Course registration for January closes	
January 5	Wednesday		Final grades due for Fall	
January 5-19	Wednesday-Wednesday		January intersession	
January 7	Friday		Coursework for Fall extensions due	
January 12	Wednesday		Final grades due for Fall extensions	
January 14	Friday		Outlines and annotated bibliographies for MDiv and MA thesis due	
January 17	Monday		Martin Luther King, Jr. holiday	
January 18	Tuesday		New student orientation	
January 20	Thursday	1:10-3:30pm	Committee on Standing	AD 116
January 26	Wednesday	9:30am-3:30pm	Faculty day of work	Stewart
January 27	Thursday	1:10-2:15pm	Field meetings: Bible/Sacred Texts, History, Practical Theology, Theology & Ethics – PhD admissions	Various offices/ AD 116
		2:30-3:30pm	Field meeting: Interreligious Engagement – PhD admissions	AD 116
January 28	Friday		Final grades due for January	
January 30	Sunday		Last day to withdraw from Seminary with full tuition refund	
January 31	Monday		Spring semester begins	

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February

DATE	DAY	TIME	ITEM	ROOM
February 2	Wednesday	1:10-2:30pm	Faculty meeting – PhD admissions	
		2:45-4:15pm	PhD Selection Committee	
February 6	Sunday		Course registration for Spring closes. Last day to add, drop without “W”, or change enrollment type.	
February 9	Wednesday	12:00-1:00pm	Steering Committee	Dean’s Office
		1:10-2:10pm	Academic Affairs Committee (AAC)	AD 116
		2:30-3:30pm	Assessment Committee (AC)	AD 116
		3:45-4:45pm	Governance and Policy (GovPo) Committee	AD 116
February 15	Tuesday	9:00am-4:00pm	Board of trustees meeting	Stewart
February 16	Wednesday	1:10-2:15pm	Field meetings: Bible/Sacred Texts, History, Practical Theology, Theology & Ethics – finalize 2022-23 courses	Various offices/ AD 116
		2:00-4:00pm	Student senate	
		2:30-3:30pm	Field meeting: Interreligious Engagement – finalize 2022-23 courses	AD 116
February 18	Friday		Midprogram reviews (MPR)	
February 21	Monday		Course registration opens for Summer	
February 23	Wednesday	1:10-4:00pm	Hold for faculty meeting	Stewart
		2:00-4:00pm	Modern language exams	207
		4:15-5:30pm	Hold for Committee on Appointments (CoA)	Stewart
February 25	Friday	9:00am-12:00pm	Admissions Committee (first-degree)	Dean’s apt.
			Midprogram reviews (MPR)	

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March

DATE	DAY	TIME	ITEM	ROOM
March 4	Friday		Midprogram reviews (MPR)	
March 9	Wednesday	12:00-1:00pm	Steering Committee	Dean's Office
		1:10-2:10pm	Academic Affairs Committee (AAC)	AD 116
		2:30-3:30pm	Assessment Committee (AC)	AD 116
		3:45-4:45pm	Governance and Policy (GovPo) Committee	AD 116
March 14-18	Monday-Friday		Spring recess – no classes	
March 18	Friday		Course registration for Summer closes	
March 23	Wednesday	1:10-2:15pm	Field meetings: Bible/Sacred Texts, History, Practical Theology, Theology & Ethics	
		2:00-4:00pm	Student senate	AD 30
		2:30-3:30pm	Field meeting: Interreligious Engagement	AD 116
March 28- April 8			Academic advisement for Fall	
March 30	Wednesday	1:10-4:00pm	Hold for faculty meeting	Stewart
		4:15-5:30pm	Hold for Committee on Appointments (CoA)	Stewart

April

DATE	DAY	TIME	ITEM	ROOM
April 1	Friday		Last day to withdraw with "W" grade except for departure from Seminary	
April 6	Wednesday	12:00-1:00pm	Steering Committee	Dean's Office
		1:10-2:10pm	Academic Affairs Committee (AAC)	AD 116
		2:30-3:30pm	Assessment Committee (AC)	AD 116
		3:45-4:45pm	Governance and Policy (GovPo) Committee	AD 116

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DATE	DAY	TIME	ITEM	ROOM
April 8	Friday		Deadline for MA theses, MDiv projects, STM extended papers, DMin project due to readers and academics@utsnyc.edu	
April 11	Monday		Course registration opens for Fall	
April 14-18	Thursday-Monday		Easter holiday	
April 15	Thursday		Field education learning agreements and contracts due	
April 20	Wednesday	1:10-2:15pm	Field meetings: Bible/Sacred Texts, History, Practical Theology, Theology & Ethics – graduation awards	Various offices/ AD 116
		2:00-4:00pm	Modern language exams	207
		2:00-4:00pm	Student senate	AD 30
		2:30-3:30pm	Field meeting: Interreligious Engagement – graduation awards	AD 116
		3:45-4:45pm	Graduation Awards Committee (field conveners)	Dean's Office
April 26	Tuesday		Last day of Tuesday classes	
April 27	Wednesday		Last day of Wednesday classes	
		1:10-4:00pm	Hold for faculty meeting	Stewart
		4:15-5:30pm	Hold for Committee on Appointments (CoA)	Stewart
April 29	Friday		Field education final evaluations due	
			Last day for PhD dissertation defense	
			Deadline for first-year MA and second-year MDiv concentration declaration form	

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May

DATE	DAY	TIME	ITEM	ROOM
May 2	Monday		Last day of Monday classes	
May 4	Wednesday	2:00-4:00pm	Student senate	AD 30
			Final grades due for MA theses, MDiv projects, STM extended papers, DMin project	
May 5	Thursday		Last day of Thursday classes	
May 6	Friday		Last day to request extensions for Spring coursework (N/A for graduating students)	
			Last day of Friday classes	
May 9	Monday		Reading day	
May 10-11	Tuesday-Wednesday		Final exams	
May 11	Wednesday		Spring semester ends	
		6:00-8:00pm	Faculty dinner/reception	
May 13	Friday		PhD dissertations due (see Assistant Dean)	
May 16	Monday	10:00am	Final grades due for graduating students	
May 17	Tuesday	10:00-10:30am	Committee on Standing – graduate deficiencies	
May 17		1:10-4:00pm	Hold for faculty meeting – approve graduates	Stewart
May 18	Wednesday	5:30-7:30pm	Commencement rehearsal and dinner for PhD graduates (President, Dean, faculty advisors)	TBD
May 19	Thursday	9:00am-4:00pm	Board of trustees meeting	Stewart
		5:30-8:30pm	Board of trustees dinner	TBD
May 20			184 th Commencement	

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Summer 2022

May

DATE	DAY	TIME	ITEM	ROOM
May 23	Monday		Summer semester begins	
May 27	Friday		Final grades due for Spring	
May 30	Monday		Memorial Day holiday	

June

DATE	DAY	TIME	ITEM	ROOM
June 8	Monday		Coursework for Spring extensions due	
June 10	Friday		Summer semester ends	
June 13	Monday		Final grades due for Spring extensions	
June 20	Monday		Assessment reports for graduates due from faculty	
June 22	Wednesday	10:00am-12:00pm	Committee on Standing	
June 24	Friday		Final grades due for Summer (except DMin)	