College of Arts & Letters
2023-24 ACADEMIC YEAR - IMPORTANT DATES

Fall 2023

August

Aug 15, 2023 — **Workload Reports due to Dean's Office via College Shared Drive**

Aug 20, 2023 — **Summer Session:** 2nd 6 Weeks & 12 Week Session Ends

Aug. 25, 2023 — **College Curriculum Proposal Review Deadline:** Academic Affairs Deadline for Course & Program Proposals from previous Spring (2023) to be reviewed at Sept. 12, 2023 Subcommittee meeting (List #1 Agenda).

Aug 27, 2023 — **Registration:** All waitlists eliminated

Aug 27, 2023 — **Student Employment:** Summer **BRIDGE** Employment Ends (ISA/SA)

Aug 28, 2023 — **Fall 2023 Instruction Begins**

Aug 28-Sept 8, 2022 — **Registration:** Fall 2023 Late Registration & Schedule Adjustment

Aug 28, 2023 — **Student Employment:** Student Assistants (includes FWS) May Begin Working

Aug 31, 2023 — **College Curriculum Committee Deadline:** Proposals due in CourseLeaf for Sept. 6 Meeting

September

Sept 4, 2023 — **Labor Day** (Holiday, Campus Closed)

Sept 6, 2023 — **College Curriculum Committee Meeting #1 (ZOOM/Conference Room)**

Sept 8, 2023 — **Registration:** Fall 2023 Late Registration & Schedule Adjustment End

Sept 9-25, 2023 — **Registration (weeks 3-4):** Fall 2022 Late Registration & Change of Schedule by Electronic Form via OnBase

Sept 14, 2023 — **College Curriculum Deadline:** Course & Program Proposals due in CourseLeaf for review at Oct 10, 2023 Subcommittee meeting (List #2 Agenda.

Sept 15, 2023 — **Workload Reports due to Dean's Office via College Shared Drive**

Sept 18, 2023 — **U-Nite at the Crocker Museum:** Proposals Due – please contact Barbra Pushies for more information al-profdev@csus.edu.

Sept 20, 2023 — **College Curriculum Committee Meeting #2 (ZOOM/Conference Room)**

Sept 25, 2023 — **CENSUS:** Last day to drop classes without receiving a "W" on transcript

Sept 25, 2023	**Registration:** Withdrawals submitted in OnBase, starting the 5th week require approval from the instructor and chair; acceptable reasoning includes medical, work-related, excessive workload, or student's inadequate academic preparation.
Sept 28, 2023	**College Curriculum Submission Deadline:** Course & Program Proposals due in CourseLeaf for review at Nov. 14, 2023 Subcommittee meeting (List #3 Agenda).

October

Oct 04, 2023	**College Curriculum Committee Meeting #3 (ZOOM/Conference Room)**
Oct 09–Nov 17, 2023	**Registration:** Withdrawals submitted In OnBase, starting the 7th week, require approval from the instructor, chair, and dean. The only acceptable reasons are medical/work-related, or other situations beyond student's control. Supporting documentation is required.
Oct 12, 2023	**College Curriculum Submission Deadline:** Course & Program Proposals due in CourseLeaf for review at Nov. 14, 2023 Subcommittee meeting (List #3 Agenda)
Oct 13, 2023	**College Curriculum Submission Deadline:** Last day to submit proposals for Experimental Courses in CourseLeaf for inclusion in the Spring 2024 schedule of classes
Oct 16, 2023	**Workload Reports due to Dean's Office via College Shared Drive**
Oct 18, 2023	**College Curriculum Committee meeting #4 (ZOOM/Conference Room)**
Oct 26, 2023	**College Curriculum Deadline:** Course & Program Proposals due in CourseLeaf for review at Feb 13, 2024 Subcommittee meeting (List #4 Agenda)

November

Nov 01, 2022	**College Curriculum Committee meeting #5 (ZOOM/Conference Room)**
Nov 09, 2023	**U-Night at the Crocker Museum (5-10PM)**
Nov 9, 2022	**College Curriculum Deadline:** Course & Program Proposals due in CourseLeaf for review at Feb 13, 2024 Subcommittee meeting (List #4 Agenda)
Nov 11, 2023	**Veteran's Day** (Holiday, Campus Closed)
Nov 15, 2023	**Workload Reports due to Dean's Office via College Shared Drive**
Nov 15, 2023	**College Curriculum Committee meeting #6 (ZOOM/Conference Room)**
Nov 13-Dec 21, 2023	**Registration:** Spring 2024 enrollment for continuing students in class level priority level
Nov 17, 2023	**Registration:** Last Day to Withdraw Courses. After this day, withdrawal is only permitted in cases with extenuating circumstances – supporting documentation is required. Petitions must be submitted in OnBase
Nov 23-24, 2023	**Thanksgiving** (Holiday, Campus Closed)

Nov 30, 2023 **College Curriculum Deadline:** Course & Program Proposals due in CourseLeaf for review at Feb 13, 2024 Subcommittee meeting (List #4 Agenda).

December

Dec 06, 2023 **College Curriculum Committee Meeting #7 (ZOOM/Conference Room)**

Dec 08, 2023 **Last Day of Instruction – Fall 2023**

Dec 22–Jan 02, 2024 **Registration:** Spring 2023 Registration Unavailable

Dec 11–15, 2023 **Finals Week**

Dec 15, 2023 **Workload Reports due to Dean's Office via College Shared Drive**

Dec 25–Jan 01, 2024 **Winter Recess** (Students)

Dec 27–Jan 01, 2024 **Christmas & Winter Holiday Break Campus Closed** (Faculty & Staff)

Spring 2024

January

Jan 01, 2024 **New Year's Day** (Holiday, Campus Closed)

Jan 02, 2024 **Last Day of Fall 2022 Semester**: Grades Due

Jan 03-11, 2024 **Registration:** New transfer student orientation and registration only

Jan 04–17, 2024 **Winter Recess** (Faculty)

Jan 12-19, 2024 **Registration:** Spring 2024 Open Registration & Change of Schedule Resumes

Jan 15, 2024 **Martin Luther King Jr. Holiday** (campus closed)

Jan 16, 2024 **Workload Reports due to Dean's Office via College Shared Drive**

Jan 19, 2024 **Spring 2023 Semester Begins (Faculty)**

Jan 21, 2024 **Registration:** All waitlists eliminated

Jan 22, 2024 **Spring 2024 Instruction Begins**

Jan 22-Feb 02, 2024 **Registration:** Spring 2024 Late Registration & Schedule Adjustment

February

Feb 01, 2024 **College Curriculum Submission Deadline:** Course & Program Proposals due in CourseLeaf for review at Mar 12, 2024 Subcommittee meeting (List #5 Agenda)

Feb 05, 2024 **FOTA/U-Create Proposal Deadline:** Monday, Feb. 05 by 5:00PM to al-profdev@csus.edu.

Feb 05, 2024	**Arts & Letters Professional Seminal Series (ALPSS) Begins (Tues/Thurs)**
Feb 07, 2024	**College Curriculum Committee Meeting #1 (Weds. 11AM-Noon)**
Feb 03-16, 2024	**Registration:** Spring 2024 Late Registration and Change of Schedule by petition via OnBase Forms with instructor and chair approval.
Feb 15, 2024	**College Curriculum Committee:** Deadline to submit proposals for College Committee review at Mar 12, 2024 Subcommittee meeting (List #5 Agenda)
Feb 15, 2024	**Workload Reports due to Dean's Office via College Shared Drive**
Feb 16, 2024	**Census Day**: Last day to drop classes without receiving a "W" on transcript
Feb 21, 2024	**College Curriculum Committee Meeting #2 (Weds. 11AM-Noon)**
Feb 19-Mar 1, 2024	**Registration:** Withdrawals submitted in OnBase Forms for weeks 5 through 6 require approval from Instructor, Dept. Chair, and College Dean. Acceptable reasons include medical, work-related, excessive workload, or student's inadequate academic preparation. Supporting documentation must be provided.
Feb 26, 2024	**FOTA/U-Create:** Final Calendar & Promotional Copy due Monday, Feb. 26 by 5:00PM to al-profdev@csus.edu.
Feb 29, 2024	**College Curriculum Committee:** Deadline to submit proposals for College Committee review at Mar 12, 2024 Subcommittee meeting (List #5 Agenda)

March

Mar 1, 2024	**College Curriculum Committee:** Experimental Course and Program Proposals due in CourseLeaf only for CMS Entry for Fall 2024
Mar 6, 2024	**College Curriculum Committee Meeting #3 (Weds. 11AM-Noon)**
Mar 7-Apr 22, 2024	**Registration:** Withdrawals submitted in OnBase Forms weeks 7 through 12 require approval from the Instructor, Dept. Chair, and College Dean. Only acceptable reasons for withdrawal are medical or work-related beyond the student's control. Student initiated job change, excessive workload, or inadequate preparation do not qualify.
Mar 28, 2024	**College Curriculum Committee:** Deadline to submit proposals for College Committee review on Weds., March 16.
Mar 15, 2024	**Workload Reports due to Dean's Office via College Shared Drive**
Mar 18-24, 2024	**Spring Break** (Students & Faculty only)
Mar 19, 2024	**Arts & Letters Professional Seminal Series (ALPSS) Ends (Tues/Thurs)**
Mar 28, 2024	**College Curriculum Committee:** Deadline to submit proposals for College Curriculum Review on Wednesday, April 3 – To be reviewed during first Subcommittee Meeting of Fall 2024 (TBA)

April

Apr 01, 2024	**Cesar Chavez Day** (Observed) Campus Closed
Apr 03, 2024	**College Curriculum Committee Meeting #4 (Weds. 11AM-Noon)**
Apr 13, 2024	**College Curriculum Committee:** Deadline to submit proposals for College Curriculum Review on Weds., April 17 – To be reviewed during first Subcommittee Meeting of Fall 2024 (TBA)

Apr 15, 2024	**Workload Reports due to Dean's Office via College Shared Drive**
Apr 16-21, 2024	**Festival of the Arts (FOTA):** Events on & off campus
Apr 17, 2024	**College Curriculum Committee Meeting #5 (Weds. 11AM-Noon)**
Apr 18, 2024	**U-Create at Verge Center for the Arts (625 S Street, Sacramento, CA):** 5:00-9:00PM
Apr 25, 2024	**Registration:** All withdrawals after week 12 allowed in exceptional cases, such as accident, serious illness where the cause is due to circumstances beyond student's control. Supporting documentation is required. Withdrawals approved during last three weeks of semester will not count toward the 18 unit maximum. <u>Must be submitted in OnBase Forms.</u>
Apr 25, 2024	**College Curriculum Committee:** Deadline to submit proposals for College Curriculum Review on Wednesday, May 1 – To be reviewed during first Subcommittee Meeting of Fall 2024 (TBA)

May

May 01, 2024	**Final College Curriculum Committee Meeting #6 (Weds. 11AM-Noon)**
May 10, 2024	**Last Day of Spring Instruction**
May 15, 2024	**Final College Curriculum Committee Meeting #7 (Weds. 11AM-Noon) If Necessary**
May 15, 2024	**Workload Reports due to Dean's Office via College Shared Drive**
May 13–17, 2024	**Finals Week**
May 17-19, 2024	**Spring 2024 Commencement:** Golden 1 Center (Day TBA)
May 17, 2024	**Last Day for Federal Work Study (FWS)/Learning-Aligned Employment Program (LAEP) Student Employees**
May 22, 2024	**Last Day of 2021-22 Academic Year** (Spring Grades Due)
May 27, 2024	**Memorial Day Holiday** (Campus Closed)
May 30, 2024	**Last Day for 2023-24 Academic Year Student Employees (ISA/GA/SA/TA) and Non-Citizen Status (NCS) Employees**
May 31, 2024	**Summer BRIDGE Student Assistants May Begin Working (though 8/23/24)**