

2020-2021

Brooklyn College Administrative Calendar

| July | | | | | | |
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August

- 5 Course Materials Posting Deadline for Fall
- 24 New Faculty Orientation
- 25 Multiple Position Report (Fall) Deadline
- 26 Fall Classes Begin
- 28 Orientation for All Appointments Committees
10:30 a.m.–1 p.m.

September

- 1 Department Chairs Lunch
12:15 p.m.
Information Technology Orientation for All Faculty
12:30–2 p.m.
School P&T Review Committees Charge Meeting
(Rescheduled from Spring) 12:30–2 p.m.
- 2 New Chairs Orientation, Session 1
10 a.m.–Noon
Winter/Spring 2021 Schedule of Classes Edits Due (eCSP) *
- 3 Dean/Chairs Meeting
12:15 p.m.
- 5 No Classes Scheduled – Campus Open
- 6 No Classes Scheduled – Campus Open
- 7 College Closed
- 8 Q&A Session about P&T/CCE for Pre-tenure Faculty
12:30–2 p.m.
- 9 New Chairs Orientation, Session 2
10 a.m.–Noon
- 10 Interdisciplinary Program Directors Meeting
12:30–2 p.m.
CAP/P&B
2:15 p.m.
- 11 Workload Phase 1 Deadline - Fall Semester
- 15 Department Meetings
12:15 p.m.
Faculty Council Meeting
3:15 p.m.
Verification of Enrollment (VOE) Rosters Due for Fall
- 16 New Chairs Orientation, Session 3
10 a.m.–Noon

| January | | | | | | |
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2020-2021

Brooklyn College Administrative Calendar

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17 Academic Affairs Administrative Meeting
12:30–2 p.m.

18 No Classes Scheduled – Campus Open

19 No Classes Scheduled – Campus Open

20 No Classes Scheduled – Campus Open

23 Policy Council
5 p.m.

28 No Classes Scheduled – Campus Open

29 Conversion Day – Classes follow a Monday Schedule

30 New Chairs Orientation, Session 4
10 a.m.–Noon

October

1 All School Meetings
12:15 p.m.

Winter/Spring 2021 Schedule Live in CUNYfirst for Viewing *

All Fellowship Leave Applications – Candidate Deadline
Submit to Department Chair

6 Department Chairs Lunch
12:15 p.m.

7 New Chairs Orientation, Session 5
10 a.m.–Noon

8 Dean/Chairs Meeting
12:15 p.m.

9 Workload Phase 2 Deadline - Fall Semester

12 College Closed

13 Stated Meeting of the Faculty
12:30 p.m.

Notification of Eligibility for Promotion to Associate Professor or Chief/Senior CLT

By this date, the 2022 calendars will be available on the [Reappointment, Promotion and Tenure/CCE](#) page of the APFA website.

14 Conversion Day – Classes follow a Monday Schedule

15 Interdisciplinary Program Directors Meeting
12:30–2 p.m.

CAP/P&B
2:15 p.m.

Deadline to Submit Faculty and CLT Annual Reappointment Ballots and Files (Second and Later Annual Reappointments)

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15 All Fellowship Leave Applications – Chair Deadline
Submit to Human Resource Services

20 Department Meetings
12:15 p.m.

Faculty Council Meeting
3:15 p.m.

21 New Chairs Orientation, Session 6
10 a.m.–Noon

27 College-wide P&T Meeting
Noon–5 p.m.

28 Policy Council
5 p.m.

29 College-wide P&T Meeting
2:15 p.m., if needed

30 Winter/Spring 2021 PDF Schedule Posted to Website *

November

1 Scholar Incentive Leave Deadline (Spring 2021)

2 Black Solidarity Day – No Special Events/Exams

3 Department Chairs Lunch
12:15 p.m.

Election Day

4 New Chairs Orientation, Session 7
10 a.m.–Noon

Winter 2021 Registration Begins *

5 Dean/Chairs Meeting
12:15 p.m.

10 Teaching Observation Deadline for Fall 2020

11 New Chairs Orientation, Session 8
10 a.m.–Noon

12 Interdisciplinary Program Directors Meeting
12:30–2 p.m.

CAP/P&B
2:15 p.m.

Spring 2021 Registration Begins *

17 Department Meetings
12:15 p.m.

Faculty Council Meeting
3:15 p.m.

24 Department Chairs Lunch
12:15 p.m.

| January | | | | | | |
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2020-2021

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- 24 BC Feedback (Student Evaluation) Begins
- 25 Conversion Day – Classes follow a Friday Schedule
- 26 College Closed
- 27 College Closed
- 28 No Classes Scheduled – Campus Open
- 29 No Classes Scheduled – Campus Open

December

- 1 Dean/Chairs Meeting
12:15 p.m.

Adjunct Faculty must be notified of Reappointment or Non-reappointment by this date
- 3 CAP/P&B
2:15 p.m.
- 8 Department Meetings
12:15 p.m.

Faculty Council Meeting
3:15 p.m.
- 9 Policy Council
5 p.m.
- 10 Reading Day
- 11 Reading Day
- 13 Last Day of Undergraduate Classes
- 14 Course Materials Posting Deadline for Winter
Final Examinations Begin
- 20 Final Exams and Fall Term End
- 23 BC Feedback (Student Evaluation) Ends
Grade Submission Deadline (CUNYfirst) for Fall
- 24 College Closed
- 25 College Closed
- 31 College Closed

January

- 1 College Closed
- 4 Winter Intersession Begins

| January | | | | | | |
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| November | | | | | | |
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- 6 Summer 2021 Schedule of Classes Edits Due (eCSP) *
Verification of Enrollment (VOE) Rosters Due for Winter
- 7 CAP/P&B
2:15 p.m., if needed
- 8 Course Materials Posting Deadline for Spring
- 11 Candidate's Response Deadline – Consideration for Promotion to Associate Professor or Chief/Senior CLT (See [Reappointment, Promotion and Tenure/CCE](#) page of the APFA website.)
- 18 College Closed
- 25 Final Exams and Winter Intersession End
- 28 Fall 2021 Schedule of Classes Edits Due (eCSP) *
Grade Submission Deadline (CUNYfirst) for Winter
Multiple Position Report (Spring) Deadline
- 29 Spring Classes Begin
HEO-series Staff Annual Evaluation Deadline
Evaluation Period: January 1–December 31, 2020

February

- 1 Fall 2021 Schedule Live in CUNYfirst for Viewing *
Summer 2021 Schedule Live in CUNYfirst for Viewing *
- 2 Department Chairs Lunch
12:15 p.m.
- 4 Dean/Chairs Meeting
12:15 p.m.
- 11 Interdisciplinary Program Directors Meeting
12:30–2 p.m.
CAP/P&B
2:15 p.m.
Workload Phase 1 Deadline - Spring Semester
- 12 College Closed
- 15 College Closed
- 16 Department Meetings
12:15 p.m.
Faculty Council Meeting
3:15 p.m.
- 17 Deadline to Submit Faculty and CLT Annual Reappointment Ballots and Files 2020 Hires (First Reappointment)
- 18 Academic Affairs Administrative Meeting
12:30–2 p.m.

| January | | | | | | |
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| February | | | | | | |
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| March | | | | | | |
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| April | | | | | | |
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2020-2021

Brooklyn College Administrative Calendar

| July | | | | | | |
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| August | | | | | | |
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| November | | | | | | |
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| December | | | | | | |
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- 18 Verification of Enrollment (VOE) Rosters Due for Spring
- 24 Policy Council
5 p.m.
Summer 2021 PDF Schedule Posted to Website *
- 25 All School Meetings
12:15 p.m.

March

- 1 Faculty and CLT Annual Evaluation Conference Scheduling Deadline
Scholar Incentive Leave Deadline (Fall 2021)
- 2 Department Chairs Lunch
12:15 p.m.
- 4 Dean/Chairs Meeting
12:15 p.m.
- 10 Fall 2021 PDF Schedule Posted to Website *
- 11 Interdisciplinary Program Directors Meeting
12:30–2 p.m.
CAP/P&B
2:15 p.m.
Workload Phase 2 Deadline - Spring Semester
- 15 Notification of Eligibility for Promotion to Full Professor
By this date, the 2022 calendars will be available on the [Reappointment, Promotion and Tenure/CCE](#) page of the APFA website.
- 16 Department Meetings
12:15 p.m.
Faculty Council Meeting
3:15 p.m.
Summer 2021 Registration Begins *
- 18 Deadline to Submit Research Assistant/Associate Annual Reappointment Ballots and Files, plus January 2021 Faculty and CLT Hires
- 19 Promotion and Tenure/CCE Workshop for All Pre-tenure Faculty
10 a.m.–3 p.m.
- 23 Department Chairs Lunch
12:15 p.m.
- 24 Policy Council
5 p.m.

| January | | | | | | |
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| February | | | | | | |
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| March | | | | | | |
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| June | | | | | | |
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2020-2021

Brooklyn College Administrative Calendar

| July | | | | | | |
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- 25 Dean/Chairs Meeting
12:15 p.m.
- 27 Spring Recess Begins – Campus Open
- 31 Fall 2021 Registration Begins *

| January | | | | | | |
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April

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- 4 Last Day of Spring Recess
- 5 Classes Resume
- 6 Stated Meeting of the Faculty
12:30 p.m.
- 8 CAP/P&B
2:15 p.m.

| February | | | | | | |
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| September | | | | | | |
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- 13 Department Meetings
12:15 p.m.
- Faculty Council Meeting
3:15 p.m.
- 15 College-wide P&T Meeting
Noon–5 p.m.
- 19 Teaching Observation Deadline for Spring 2021

| March | | | | | | |
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| October | | | | | | |
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- 20 Department Chairs Lunch
12:15 p.m.
- 21 Administrative Professionals' Day
- 22 Dean/Chairs Meeting
12:15 p.m.
- 27 BC Feedback (Student Evaluation) Begins

| April | | | | | | |
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| November | | | | | | |
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- 28 Policy Council
5 p.m.
- 29 Interdisciplinary Program Directors Meeting
12:30–2 p.m.
- CAP/P&B
2:15 p.m.
- 30 Classified Staff Annual Evaluation Deadline
Evaluation Period: April 1, 2020–March 31, 2021

| May | | | | | | |
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| December | | | | | | |
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May

- 1 Adjunct Faculty must be notified of Reappointment or Non-reappointment by this date
- 3 Triennial Election Week Begins
- 4 Department Meetings
12:15 p.m.

| June | | | | | | |
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2020-2021

Brooklyn College Administrative Calendar

| July | | | | | | |
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| August | | | | | | |
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| September | | | | | | |
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| October | | | | | | |
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| November | | | | | | |
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- 6 Academic Affairs Administrative Meeting
12:30–2 p.m.
- 7 Candidate's Response Deadline – Consideration for Promotion to Full Professor (See [Reappointment, Promotion and Tenure/CCE](#) page of the APFA website.)
- Triennial Election Week Ends
- 11 Faculty Council Meeting
3:15 p.m.
- 13 Faculty Council Meeting
3:15 p.m., if needed
- 14 School P&T Review Committees Charge Meeting
10:30 a.m.–1 p.m.
- 17 Last Day of Undergraduate Classes
- 18 Reading Day
- 19 25th Annual Faculty Day Conference & Awards Ceremony
brooklyn.cuny.edu/facultyday
- Final Examinations Begin
- 24 Summer Administration Appointment Forms Deadline
- 25 Final Exams and Spring Term End
- 26 New Chairs Kickstart Orientation
1–2:30 p.m.
- BC Feedback (Student Evaluation) Ends
- Multiple Position Report (Summer) Deadline
- 28 Grade Submission Deadline (CUNYfirst) for Spring
- 31 College Closed

June

Commencement will take place on or before June 3

| January | | | | | | |
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| February | | | | | | |
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| March | | | | | | |
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| April | | | | | | |
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* Schedule of Classes production dates are subject to change.