



OPERATIONAL CALENDARS 2019 - 2020



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<http://www.duq.edu/academics/academic-calendar>

The Administrative Calendar: 2019 - 2020

July 1	Fiscal Year Begins Undergraduate and graduate catalogs are available online.
July 12	Second proof <i>Schedule of Classes</i> for Spring 2020 is submitted by the Deans to the University Registrar.
August 26	Fall classes begin
September 1	Annual reports from all areas due in the appropriate Vice President's office. Faculty requests for: a. promotion b. tenure c. leaves of absence d. post-retirement employment, and e. reappointment of full-time faculty in their third year with data should be submitted to the Dean/Chair.
September 15	Requests for Sabbatical Leaves for Fall 2020 and Spring 2021 must be submitted by the faculty to the appropriate departmental chairpersons and Deans. Financial support is to be considered in preparing the next fiscal budget.
October 6	Fall Enrollment Report distributed by Institutional Research.
October 14	Spring semester <i>Schedule of Classes</i> is available online. Recommendations for Sabbatical Leaves with data and recommendations must be submitted by the Deans to the Provost.
November 3	Deadline to submit nominations for speakers at the Baccalaureate Mass and Commencement Ceremonies to the Public Honors and Events Committee.
November 4	Proposed <i>Schedule of Classes</i> for Fall 2020 is submitted by the Deans to the University Registrar.

November 15	<p>Recommendations with full data for</p> <ul style="list-style-type: none">a. promotionb. tenurec. leaves of absenced. post-retirement employment, ande. reappointment of full-time faculty in their third year <p>should be submitted to the Provost by the Deans.</p> <p>The Provost and Academic Vice President transmits the requests and data for promotion, tenure, and reappointment of full-time faculty in their third year to the University Promotion and Tenure Committee.</p> <p>The Provost and Academic Vice President announces the approved sabbatical leaves and the faculty members are notified.</p>
December 4	<p>Submission of the names of candidates for honorary degrees should be submitted to the Provost and Academic Vice President for presentation to the Public Honors and Events Committee.</p>
December 20	<p>Official Graduation Date Commencement</p>
January 9	<p>Spring classes begin</p>
February 1	<p>Recommendations for</p> <ul style="list-style-type: none">a. promotionb. tenurec. reappointment of full-time faculty in their third year <p>received from the Promotion and Tenure Committee along with recommendations for leaves of absence and post-retirement employment received from the Deans are submitted by the Provost and Academic Vice President to the President. The Provost will inform the Deans of the President's action when all decisions have been made.</p>
February 5	<p>Publicity and schedule on the Summer Session ready for distribution. Advertisements, brochures, etc. will be mailed to various publics at strategic periods from mid-February until summer sessions begin.</p>

	Submission of the names of candidates for honorary degrees should be submitted to the Provost and Academic Vice President for presentation to the Public Honors and Events Committee.
February 21	Spring Enrollment Report distributed by Institutional Research.
March 16	Fall semester <i>Schedule of Classes</i> is available online.
May 1	Faculty seeking tenure and/or promotion to the rank of Associate Professor or Professor are to submit publications to the Dean for evaluation by external reviewers. Candidates for tenure or promotion to Associate Professor or Professor should provide copies of publications for external review to the Department Chair or Dean.
May 8	Official Graduation Date University Commencement
June 5	Dates for final requisitions, encumbrances, purchase orders, etc. should be announced by the Vice President for Management and Business.
June 30	Fiscal Year Ends

**UNIVERSITY EVENTS MASTER CALENDAR
2019-2020**

AUGUST 2019

Thursday, August 1	<i>Transfer Preview Day</i> Dougherty Ballroom, Power Center
Friday, August 2	<i>School of Nursing 2nd Degree Graduation</i> Union Ballroom 12:00 noon – 1:30 p.m.
Friday, August 8	<i>Speech Language Pathology Graduation Reception</i> Union Ballroom 10:30 a.m. – 12:00 noon <i>Rangos School of Health Sciences Commencement</i> David L. Lawrence Convention Center 3:30 p.m.
Thursday, August 15	<i>Fall International Orientation</i> Duquesne Union, Options 8:00 a.m. – 4:30 p.m.
Tuesday, August 20	<i>Freshman Move-In</i> 9:00 a.m. – 9:00 p.m.
Wednesday, August 21 - Saturday, August 24	<i>Freshman Orientation Program</i> Entire Union and Classrooms
Wednesday, August 21	<i>Alumni Legacy Breakfast</i> Dougherty Ballroom, Power Center 8:30 – 10:30 a.m. <i>Matriculation Ceremony</i> David L. Lawrence Convention Center 1:30 p.m. – 3:30 p.m. <i>Parent Dinner</i> David L. Lawrence Convention Center 5:00 p.m. - 6:30 p.m.
Saturday, August 24 - Sunday, August 25	<i>Upperclassmen Move-In</i>
Saturday, August 24	<i>School of Pharmacy White Coat Ceremony</i> Duquesne Union Ballroom 4:00 p.m. – 6:30 p.m.

Sunday, August 25 *Mass of the Holy Spirit*
 David L. Lawrence Convention Center
 11:00 a.m.

Monday, August 26 *Fall Semester Classes Begin*

Thursday, August 29 *Pharmacy Career Fair*
 Dougherty Ballroom, Power Center
 4:00 – 6:00 p.m.

SEPTEMBER 2019

Monday, September 2 *Labor Day*
 No Classes/Offices Closed

Wednesday, September 4 – *Student Organization and DUV Expo*
 Thursday, September 5 Academic Walk

Friday, September 6 *School of Nursing White Coat Ceremony*
 Union Ballroom
 6:00 p.m.

Saturday, September 7 *Dukes Football Game (Walsh)*
 Rooney Field
 4:00 p.m.

Sunday, September 8 *P.T. Recognition Ceremony*
 Dougherty Ballroom, Power Center
 2:00 p.m. – 4:00 .m.

Wednesday, September 11 *Meet the Greeks*
 & Thursday, September 12 Union Ballroom
 8:00 p.m.

Sunday, September 15 *Admissions Fall Open House*
 Various Campus Locations

Tuesday, September 17 *Faculty Awards Ceremony*
 Dougherty Ballroom, Power Center
 3:00 – 5:00 p.m.

Wednesday, September 18 *Fall Career Expo*
 Duquesne Union Ballroom
 10:00 a.m. – 3:00 p.m.

Tuesday, September 24 - *Integrity of Creation Conference*
 Wednesday, September 25 Dougherty Ballroom, Power Center

OCTOBER 2019

Friday, October 4	<i>Law Alumni Reunion Dinner</i> Dougherty Ballroom, Power Center 5:00 – 9:00 p.m.
Saturday, October 5 – Sunday, October 6	<i>Family Weekeend</i> Various Locations
Saturday, October 5	<i>Dukes Football Game (LIU)</i> Rooney Field 12:00 noon
Wednesday, October 9	<i>Holy Spirit Colloquium Lecture</i> Dougherty Ballroom, Power Center 4:00 p.m. – 6:00 p.m.
Friday, October 11	<i>Board of Directors Meeting</i> Dougherty Ballroom, Power Center 2:00 p.m.
Thursday, October 17 – Friday, October 18	<i>McGinley Symposium</i> Dougherty Ballroom, Power Center
Friday, October 25 – Sunday, October 27	<i>Homecoming Week-end</i>
Friday, October 25	<i>President’s Dinner (Century Club)</i> Dougherty Ballroom, Power Center 6:00 p.m.
Saturday, October 26	<i>Dukes Football Game (Wagner)</i> Rooney Field 1:00 p.m.
Tuesday, October 29	<i>25 Year Dinner</i> Africa Room 4:30 p.m.

NOVEMBER 2019

Friday, November 1	<i>Holy Day: All Saints Day</i> No Classes/Offices Closed
Saturday, November 2	<i>Dukes Football Game (St. Francis)</i> Rooney Field 12:00 noon

Wednesday, November 6	<i>Grad School Fair</i> Duquesne Union Ballroom 8:30 a.m. – 4:30 p.m.
Friday, November 8	<i>ISO Continent Night</i> Duquesne Union Ballroom 5:00 p.m. – 8:00 p.m.
Monday, November 11	<i>Veterans Day Breakfast</i> Union Ballroom 7:30 a.m.
	<i>Kristallnacht Commemoration</i> Dougherty Ballroom, Power Center
Wednesday, November 13 - Friday, November 15	<i>Women’s Guild Gallery of Gifts</i> Union Atrium
Saturday, November 16	<i>White Rose Ball</i> Union Ballroom 6:00 – 9:00 p.m.
Monday, November 25 - Sunday, December 1	<i>Students’ Thanksgiving Break</i> No Classes
Wednesday, November 27 - Friday, November 29	<i>Thanksgiving Break</i> Offices Closed

DECEMBER 2019

Tuesday, December 3	<i>ODK Induction</i> Africa Room 8:00 p.m.
Wednesday, December 4	<i>Night of Lights</i> Perron, Academic Walk, Mellon Hall Patio, Union Ballroom 5:00 p.m. – 8:00 p.m.
Saturday, December 7	<i>Office of Residence Life Photos with Santa</i> Union Ballroom 10:00 a.m.
Thursday, December 12 - Wednesday, December 18	<i>Final Exams</i>
Wednesday, December 11	<i>Becoming the Tradition Winter</i> Dougherty Ballroom, Power Center 5:00 – 7:00 p.m.

- Saturday, December 14 *Alumni Breakfast with Santa*
 Union Ballroom
 8:30 a.m.
- Thursday, December 19 *School of Nursing Pinning Ceremony*
 Dougherty Ballroom, Power Center
 5:00 p.m. – 8:00 p.m.
- Friday, December 20 *Winter Commencement Baccalaureate Mass*
 University Chapel
 9:00 a.m.
- Winter Commencement Ceremony*
 Various Locations
 11:00 a.m. & 2:00 p.m.
- Monday, December 23 *Staff Christmas Reception*
 Union Ballroom
 1:00 p.m. – 3:00 p.m.
- Tuesday, December 24 - *Christmas Break*
 Wednesday, January 1, 2020 No Classes/Offices Closed

JANUARY 2020

- Wednesday, January 8 *Spring Orientation*
 Union Ballroom
 11:00 a.m. – 3:00 p.m.
- Thursday, January 9 *Spring Semester Classes Begin*
- Wednesday, January 15 - *Meet the Sororities and Fraternities*
 Thursday, January 16 Union Ballroom
 8:00 – 11:00 p.m.
- Sunday, January 19 *Sorority Bid Night*
 Union Ballroom
 6:00 p.m. – 11:00 p.m.
- Monday, January 20 *Martin Luther King, Jr. Day*
 No Classes/Offices Closed
- Friday, January 31 *Model UN*
 Union Ballroom
 7:30 a.m. – 5:00 p.m.

FEBRUARY 2020

Saturday, February 1	<i>Business Preview Day I</i> Dougherty Ballroom, Power Center 10:00 a.m. – 12:00 noon
Sunday, February 2 – Friday, February 7	<i>Founders Week</i> Various Locations
Wednesday, February 5	<i>Director’s Circle</i> Union Ballroom 4:00 – 6:00 p.m.
Wednesday, February 12	<i>Spring Job Fair</i> Union Ballroom 10:00 a.m. – 3:00 p.m.
Friday, February 14	<i>Board of Directors Meeting</i> Dougherty Ballroom, Power Center 2:00 p.m. – 5:00 p.m.
Saturday, February 15	<i>BSNES Preview Day</i> Union and Dougherty Ballrooms 8:00 a.m. – 4:00 p.m.
Sunday, February 16	<i>Pharmacy Preview Day</i> Union and Dougherty Ballrooms 8:00 a.m. – 4:00 p.m.
Saturday, February 22	<i>Red Dress Gala</i> Union Ballroom 6:00 p.m. – 9:00 p.m.
	<i>School of Nursing Preview Day</i> Dougherty Ballroom, Power Center 8:00 a.m. – 2:00 p.m.
Sunday, February 23	<i>Rangos School of Health Sciences Preview Day</i> Union and Dougherty Ballrooms 8:30 a.m. – 2:30 p.m.
Wednesday, February 26	<i>Ash Wednesday</i>

MARCH 2020

Monday, March 2 - Saturday, March 7	<i>Spring Break</i> No Classes
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Wednesday, March 11	<i>Kickoff to Graduation</i> Africa Room 11:00 a.m – 4:00 p.m.
Wednesday, March 11 - Thursday, March 12	<i>Residence Life Room Selection</i> Union Ballroom
Thursday, March 19 – Friday, March 20	<i>Graduate Research Symposium</i> Dougherty Ballroom, Power Center
Sunday, March 15	<i>Spiritans Division Preview Day</i> Dougherty Ballroom, Power Center 10:30 a.m.
Saturday, March 21	<i>Liberal Arts Preview Day</i> Union Ballroom 8:00 a.m. – 1:00 p.m.
	<i>School of Business Preview Day II</i> Dougherty Ballroom, Power Center 8:00 a.m. – 12:00 noon
Saturday, March 21	<i>Monte Carlo Night</i> Union Ballroom 8:00 p.m. – 11:00 p.m.
Sunday, March 22	<i>School of Education Preview Day</i> Dougherty Ballroom, Power Center 8:00 a.m. – 2:00 p.m.
Friday, March 27	<i>Football Banquet</i> Dougherty Ballroom, Power Center 5:00 p.m. – 7:00 p.m.
Sunday, March 29	<i>Alumni Easter Egg Hunt</i> Mellon Lawn 9:00 a.m. – 1:00 p.m.
	<i>Second Degree Nursing Preview Day</i> Dougherty Ballroom, Power Center 9:00 a.m. – 1:00 p.m.
Tuesday, March 31	<i>Donor Recognition Reception</i> Dougherty Ballroom, Power Center 5:00 – 7:00 p.m.

APRIL 2020

Saturday, April 4	<i>Senior Celebration</i> Mass – Dougherty Ballroom, Power Center: 4:00 p.m. Dean’ Receptions – Various Locations: 5:00 p.m. Dinner – Union Ballroom: 6:00 p.m.
Tuesday, April 7	<i>Second Century Dinner and Alumni Awards</i> Dougherty Ballroom, Power Center 6:00 p.m.
Thursday, April 9	<i>Holy Thursday</i> – No Classes/Offices Closed
Friday, April 10	<i>Good Friday</i> – No Classes/Offices Closed
Sunday, April 12	<i>Easter Sunday</i>
Monday, April 13	<i>Easter Monday</i> No Classes/Offices-Open
Tuesday, April 14 – Sunday, April 19	<i>Greek Week</i>
Wednesday, April 15	<i>Undergraduate Research Symposium</i> Dougherty Ballroom, Power Center
Thursday, April 16	<i>Celebration of Teaching Excellence</i> Dougherty Ballroom, Power Center 3:30 – 5:30 p.m.
Saturday, April 18	<i>Spring Cleanup</i> Mellon Patio 9:00 a.m. – 1:00 p.m
Wednesday, April 22	<i>Benefits Fair</i> Dougherty Ballroom, Power Center 10:00 a.m. – 2:00 p.m.
	<i>SOLSA Awards</i> Union Ballroom 5:00 – 8:00 p.m.
Friday, April 24	<i>Spirit of Diversity Dinner</i> Dougherty Ballroom, Power Center 5:00 p.m.
Saturday, April 25	<i>ODI Alumni Gala</i> Union Ballroom 4:30 p.m. – 8:30 p.m.

MAY 2020

Thursday, April 30 - Wednesday, May 6	<i>Final Exams</i>
Wednesday, May 6	<i>Becoming the Tradition</i> Dougherty Ballroom, Power Center 5:00 – 7:00 p.m.
Thursday, May 7	<i>English Festival</i> Various Locations 8:00 a.m. – 1:00 p.m.
Friday, May 8	<i>Commencement Baccalaureate Mass</i> Union Ballroom 9:00 a.m.
	<i>Graduate Commencement Ceremony</i> PPG Paints Arena 12:00 noon
	<i>Undergraduate Commencement Ceremony</i> PPG Paints Arena 3:00 p.m.
Monday, May 11	<i>Summer Session Classes Begin</i>
Tuesday, May 12	<i>Staff Awards Ceremony/Reception</i> Union Ballroom 1:30 p.m. – 3:00 p.m.
Thursday, May 14	<i>Dinner for the Board of Directors</i> Dougherty Ballroom, Power Center 6:00 p.m.
Friday, May 15	<i>Board of Directors Meeting</i> Dougherty Ballroom, Power Center 2:00 p.m. – 5:00 p.m.
Sunday, May 17	<i>Women’s Guild Spring Luncheon & Fashion Show</i> Union Ballroom
Saturday, May 24	<i>Pharmacy Commencement</i>
Monday, May 25	<i>Memorial Day</i> No Classes/Offices Closed

JUNE 2020

Sunday, June 14

Duquesne Fest

Various Campus Location