2022-23 Deadlines for Academic Affairs Reports by Month

November 2022 Dates and Deadlines

- **November 1, 2022** for November 2022 Board Meeting
  - Approval of Fall Degrees to be Conferred and List of Candidates' Names
- **November 16, 2022** – CAO Meeting
- **November 17, 2022 –** IHL Board Meeting
- **November 23, 2022** for January 2023 Board Meeting
  - Intent to Offer an Existing Degree Program by Distance Learning
  - Intent to Offer, Modify, or Delete Certificate Program

December 2022 Deadlines

- **December 1, 2022**
  - Report on Active Academic Program Under Stipulations – 1ˢᵗ Annual Report (if applicable)
- **December 14, 2022** – CAO Meeting (Subject to Call)
- **December 14, 2022** for February 2023 Board Meeting
  - New Degree Program Proposal
  - Modification to Existing Degree Program Proposal - Rename, Consolidate, Delete
  - Intent to Offer an Existing Degree Program by Distance Learning
  - New Academic Unit Proposal
  - New Institute or Center
  - Modification to Existing Academic Unit Proposal - Rename, Consolidate, Delete
- Intent to Offer, Modify, or Delete Certificate Program
- **December 15, 2022 –** IHL Board Meeting (Subject to Call)

January 2023 Dates and Deadlines

- **January 18, 2023** – CAO Meeting
- **January 19, 2023 –** IHL Board Meeting
- **January 27, 2023** for March 2023 Board Meeting
  - Intent to Offer an Existing Degree Program by Distance Learning
  - Intent to Offer, Modify, or Delete Certificate Program

February 2023 Dates and Deadlines

- **February 15, 2023** – CAO Meeting
- **February 16, 2023 –** IHL Board Meeting
- **February 24, 2023** for April 2023 Board Meeting
  - New Degree Program Proposal
  - Modification to Existing Degree Program Proposal - Rename, Consolidate, Delete
  - Intent to Offer an Existing Degree Program by Distance Learning
  - New Academic Unit Proposal
  - New Institute or Center
  - Modification to Existing Academic Unit Proposal - Rename, Consolidate, Delete
  - Intent to Offer, Modify, or Delete Certificate Program

March 2023 Dates and Deadlines

- **March 22, 2023** – CAO Meeting
- **March 23, 2023 –** IHL Board Meeting (to be held at USM Gulf Park Campus)

- **March 24, 2023** for May 2023 Board Meeting
  - Intent to Offer an Existing Degree Program by Distance Learning
  - Intent to Offer, Modify, or Delete Certificate Program

April 2023 Dates and Deadlines

- **April 3, 2023** for April 2023 Board Meeting
  - Approval of Spring Degrees to be Conferred and List of Candidates' Names
- **April 19, 2023** – CAO Meeting
- **April 20, 2023 –** IHL Board Meeting
- **April 28, 2023** for June 2023 Board Meeting
  - New Degree Program Proposal
  - Modification to Existing Degree Program Proposal - Rename, Consolidate, Delete
  - Intent to Offer an Existing Degree Program by Distance Learning
  - New Academic Unit Proposal
  - New Institute or Center
  - Modification to Existing Academic Unit Proposal - Rename, Consolidate, Delete
  - Intent to Offer, Modify, or Delete Certificate Program

May 2023 Dates and Deadlines

- **May 15, 2023** – OASA will send out list of Institutes and Centers for annual review
- **May 17, 2023** – CAO Meeting
- **May 18, 2023 –** IHL Board Meeting

June 2023 Dates and Deadlines

- **June 2, 2023** for June 2023 Board Meeting
  - Approval of Summer Degrees to be Conferred and List of Candidates' Names
- **June 14, 2023** – CAO Meeting
- **June 15, 2023 –** IHL Board Meeting

July 2023 Dates and Deadlines

- **July 17, 2023** for August 2023 Board Meeting
  - Post-Tenure Review Reporting Form
  - Tenure Reporting Form
  - Email notification of changes to list of Institutes and Centers
  - Annual Performance Report for MS Educator Prep Programs (This is provided by the IHL Deans/Directors of Education to the Associate Commissioner for Academic and Student Affairs.)
- **July 19, 2023** – CAO Meeting (Subject to Call)
- **July 20, 2023 –** IHL Board Meeting (Subject to Call)

August 2023 Dates and Deadlines

- **August 1, 2023** for August 2023 Board Meeting
  - Textbook Report
  - Institutional Organizational Charts
  - Off-Campus Academic Program Report
- **August 16, 2023** – CAO Meeting
- **August 17, 2023 –** IHL Board Meeting
- **August 31, 2023** for October 2023 Board Meeting
  - Accreditation Reports

- o Academic Productivity Review (if applicable)
- o New Academic Program Audit (if applicable)
- o New Degree Program Proposal
- o Modification to Existing Degree Program Proposal - Rename, Consolidate, Delete
- o Intent to Offer an Existing Degree Program by Distance Learning
- o New Academic Unit Proposal
- o New Institute or Center
- o Modification to Existing Academic Unit Proposal - Rename, Consolidate, Delete
- o Intent to Offer, Modify, or Delete Certificate Program

September 2023 Dates and Deadlines

- **September 2023** – CAO Meeting
- **September 21, 2023 –** IHL Board Meeting
- **September 29, 2023** for November 2023 Board Meeting
  - o New Degree Program Proposal
  - o Modification to Existing Degree Program Proposal - Rename, Consolidate, Delete
  - o Intent to Offer an Existing Degree Program by Distance Learning
  - o New Academic Unit Proposal
  - o New Institute or Center
  - o Modification to Existing Academic Unit Proposal - Rename, Consolidate, Delete
  - o Intent to Offer, Modify, or Delete Certificate Program

October 2023 Dates and Deadlines

- **October 2, 2023** for May 2024 Board Meeting
  - o Annual Nursing Data (This is provided by the Nursing Dean/Director to IHL Director of Nursing Education.)
- **October 18, 2023** – CAO Meeting
- **October 19, 2023 –** IHL Board Meeting (to be held at Alcorn State University)

November 2023 Dates and Deadlines

- **November 1, 2023** for November 2023 Board Meeting
  - o Approval of Fall Degrees to be Conferred and List of Candidates' Names
- **November 15, 2023** – CAO Meeting
- **November 16, 2023 –** IHL Board Meeting
- **November 22, 2023** for January 2023 Board Meeting
  - o Intent to Offer an Existing Degree Program by Distance Learning
  - o Intent to Offer, Modify, or Delete Certificate Program

December 2023 Deadlines

- **December 1, 2023**
  - o Report on Active Academic Program Under Stipulations – 1st Annual Report (if applicable)
- **December 20, 2023** – CAO Meeting (Subject to Call)
- **December 21, 2023 –** IHL Board Meeting (Subject to Call)

Note: Reports/Forms in red text signify routinely required reports/forms. Reports/Forms in black text signify institutional need-based reports/forms.