

June 5, 2017

MEMORANDUM

TO: Vice Presidents, Deans, Department Heads

FROM: Dr. Karan L. Watson **[ORIGINAL SIGNED BY]**
Provost and Executive Vice President

SUBJECT: 2017 Revised Office of the Provost Board of Regents Agenda Item Deadlines

The 3rd and 4th quarter Board of Regents meetings for 2017 have been rescheduled. The August 16-18 Board meeting has been moved to August 22-24. The Office of the Provost agenda item deadlines will not change for the August meeting and are set out in my August 25, 2016 memorandum which can be found at <http://provost.tamu.edu/resources/college-administrators>.

The November 8-10 Board meeting has been rescheduled to October 18-20 and will be held at Tarleton State University in Stephenville. In order to meet the new A&M System deadlines for the October meeting, the revised Office of the Provost submission deadlines are set out below:

BOR Meeting 18-01: OCTOBER 18-20, 2017 Stephenville, Tarleton State University	
Academic Affairs, first deadline: ➤ Centers and Institutes ➤ Degree Programs	July 20, 2017
Academic Affairs, second deadline: ➤ Appointments ➤ Emeritus ➤ Faculty Development Leave ➤ Tenure/Tenure on Arrival	August 3, 2017
All Non-Academic items, third deadline	August 31, 2017

Please refer to my August 25, 2016 memorandum for additional requirements relating to degree programs, administrative changes and core curriculum changes requiring Board approval, faculty issues requiring Board approval, centers and institutes, and namings. As a reminder, all agenda items must be submitted to Ms. Deena McConnell, Associate Vice President for Administration and Academic Affairs, in final format by the deadlines listed above to allow proper vetting, approval, and submission to the A&M System by their deadlines.

If you have questions or need assistance, do not hesitate to contact Ms. McConnell.