

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

- **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
- **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
 - Approval of Summer Degrees to be Conferred and List of Candidates' Names
- **August 16, 2023** – CAO Meeting
- **August 17, 2023** – IHL Board Meeting
- **August 31, 2023** for October 2023 Board Meeting
 - Accreditation Reports

- Academic Productivity Review (if applicable)
- New Academic Program Audit (if applicable)
- 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

September 2023 Dates and Deadlines

- September 2023 – CAO Meeting
- September 21, 2023 – IHL Board Meeting
- September 29, 2023 for November 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

October 2023 Dates and Deadlines

- October 2, 2023 for May 2024 Board Meeting
 - 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
 - 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
 - Intent to Offer an Existing Degree Program by Distance Learning
 - Intent to Offer, Modify, or Delete Certificate Program

December 2023 Deadlines

- December 1, 2023
 - 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.