

2016-17 Calendar of Events and Deadlines  
for 2016-17 and 2017-18 Learning Communities



**2016-2017 Learning Communities**

**2017-2018 Learning Communities**

2016-2017 Learning Communities		2017-2018 Learning Communities	
MAY 2016			
<input type="checkbox"/>	Year-end assessment due: <b>May 15, 2016</b>		
<input type="checkbox"/>	2016-17 LCs "end"		
JUNE 2016			
<input type="checkbox"/>	LC Assessment Committee review LC assessments from 2016-17		
<input type="checkbox"/>	Remind 2016-17 LC students to register for Fall 2017 classes		
JULY 2016			
<input type="checkbox"/>	Remind 2016-17 LC students to register for Fall 2017 classes		
<input type="checkbox"/>	IMTPC Summer institute: <b>7/24-7/27</b>		
AUGUST 2016			
<input type="checkbox"/>	Reach out and connect with new students for Fall 2016	<input type="checkbox"/>	RFP review and revision (Amy C and MAB)
<input type="checkbox"/>	LC Coordinator Kickoff: <b>8/19/16</b>		
<input type="checkbox"/>	Peer Mentor Kickoff and Training: <b>8/22-8/23</b>		
<input type="checkbox"/>	Orientation Part 2 (O2): 8/29/16 and Festi-fall: <b>8/30/16</b> (opportunity to market LCs)		
<input type="checkbox"/>	Meet and connect with students		LC Assessment Committee
SEPTEMBER 2016			
<input type="checkbox"/>	Run LC and track who has joined	<input type="checkbox"/>	RFP review and revision (Amy C and MAB)
<input type="checkbox"/>	Student Organization Day: <b>TBD</b>		
<input type="checkbox"/>	Submit LC Cohort List for STARS: <b>9/23</b>		LC Assessment Committee
<input type="checkbox"/>	Peer Mentor Professional Development <b>9/20/16; 9/21/16</b>		LC Working Group meeting
OCTOBER 2016			
<input type="checkbox"/>	Fund Transfers: <b>after 10/1</b>	<input type="checkbox"/>	RFP 2016 rollout for 2017-2018 Learning Communities, <b>10/28/16</b>
<input type="checkbox"/>	Peer Mentor Professional Development <b>10/11/16; 10/12/16</b>	<input type="checkbox"/>	Fall Open House for prospective students, highlight Learning Communities: <b>10/15/16</b>
<input type="checkbox"/>	LC Coordinator Workshop/meeting <b>TBD</b>		
<input type="checkbox"/>	On-going assessment of goals for 2016-17 LCs		
NOVEMBER 2016			
<input type="checkbox"/>	Peer Mentor Professional Development: <b>11/15/16; 11/16/16</b>	<input type="checkbox"/>	Prepare Proposal for 2016-2017 round of RFP
<input type="checkbox"/>	National Learning Community Conference <b>11/10-11/12 Atlanta, GA</b>		
<input type="checkbox"/>	IMTPC Certification , LC Working Group		
DECEMBER 2016			
<input type="checkbox"/>	Peer Mentor Professional Development: <b>12/6/16; 12/7/16</b>	<input type="checkbox"/>	LCs write up synopsis for marketing for Fall 2017
<input type="checkbox"/>	LC Coordinator Workshop/meeting; <b>TBD</b>	<input type="checkbox"/>	LC Proposals for Fall 2017 due <b>12/23/16</b>

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JANUARY 2017	
<input type="checkbox"/> Welcome 2016-17 LC students back , meet & connect with students, run LC	<input type="checkbox"/> Proposal Review Committee Review Submitted LC Proposals, approvals announced
<input type="checkbox"/> Peer Mentor Professional Development: <b>Week of 1/23/17 TBD</b>	
<input type="checkbox"/> Submit LC Cohort List for STARS if LC began in Winter 2016 semester: <b>1/25/17</b>	
FEBRUARY 2017	
<input type="checkbox"/> Continue to meet and connect with students	<input type="checkbox"/> Admitted Student Day (opportunity to market LCs) TBD
<input type="checkbox"/> Peer Mentor Professional Development: <b>Week of 2/20/17 TBD</b>	<input type="checkbox"/> Working Group: create marketing materials for Fall 2018
<input type="checkbox"/> LC Coordinator Workshop/meeting: <b>TBD</b>	
<input type="checkbox"/> Scholars day <b>2/4-5/17 and 2/11-12/17</b>	
MARCH 2017	
<input type="checkbox"/> Peer Mentor Professional Development: <b>Week of 3/20/17 TBD</b>	
<input type="checkbox"/> LC Coordinator Workshop/meeting: <b>TBD</b>	
<input type="checkbox"/> Spring Break, No Classes, 3/13/17 through 3/18/17	
<input type="checkbox"/> Remind 2016-17 LC students to register for Fall 2017 classes	
APRIL 2017	
<input type="checkbox"/> Prepare year-end assessment info: finalize assessment summary	<input type="checkbox"/> Hire 2017 - 2018 Peer Mentors
<input type="checkbox"/> 2016 - 2017 Year-end LC event: <b>4/24/17</b>	<input type="checkbox"/> Facilitate LC Planning for Fall 2017, LC Working Group
Remind 2016-17 LC students to register for Fall 2017 classes	<input type="checkbox"/> Spring Open House for prospective students, highlight Learning Communities, <b>TBD</b>
MAY 2017	
<input type="checkbox"/> 2016-17 LCs "end"	<input type="checkbox"/> Facilitate LC Planning for Fall 2017, LC Working Group
<input type="checkbox"/> Year-end assessment due: <b>5/15/17</b>	
JUNE 2017	
<input type="checkbox"/> LC Assessment Committee review LC assessments from 2016-17	<input type="checkbox"/> LCs hire PMs and get them set up in payroll for 2017 - 2018 academic year beginning in August 2017
<input type="checkbox"/> Remind 2016-17 LC students to register for Fall 2017 classes	<input type="checkbox"/> New Student Orientation (opportunity to market LCs)
	<input type="checkbox"/> LC Planning for Fall 2017
JULY 2017	
<input type="checkbox"/> Assessment Committee: Send out Student Voice LC survey to orientation attendees for Fall 2017 recruitment	<input type="checkbox"/> New Student Orientation (opportunity to market LCs)
<input type="checkbox"/> Remind 2016-17 LC students to register for Fall 2017 classes	<input type="checkbox"/> LC Planning for Fall 2017
AUGUST 2017	
Remind 2016-17 LC students to register for Fall 2017 classes	<input type="checkbox"/> Meet and connect with students
	<input type="checkbox"/> Reach out and connect with new students for Fall 2017
	<input type="checkbox"/> Orientation Part 2 (O2) and Festi-fall (opportunity to market LCs)
	<input type="checkbox"/> Peer mentor training <b>TBD</b>

