

# COLLEGE CALENDAR 2023–2024



**BUFFALO STATE**  
The State University of New York

You will now find all information related to the Academic Calendar at:

<http://suny.buffalostate.edu/academic-calendar>

## NEW STUDENT CONVOCATION

August 25, 2023

## STATE OF THE UNIVERSITY

September 14, 2023

## FALL OPEN HOUSE

**Undergraduate and Graduate**

October 14 and November 18, 2023

## HOMECOMING/FAMILY WEEK

September 25-30, 2023

## FACULTY AND STAFF

**RECOGNITION CEREMONY**

October 12, 2023

## FACULTY/STAFF RESEARCH &

**CREATIVITY FALL FORUM**

November 2, 2023

## SPRING OPEN HOUSE

**Undergraduate and Graduate**

April 20, 2024

## HONORS CONVOCATION

April 19, 2024

**STUDENT LEADERSHIP,  
HUMANITARIAN, AND DIVERSITY  
AWARDS**

April 23 or 25, 2024

## INTERNSHIP APPRECIATION CEREMONY

May 9, 2024

## STUDENT RESEARCH AND CREATIVITY CONFERENCE

May 3, 2024

## EOP HONORS CONVOCATION

May 9, 2024

## GRADUATE STUDENT RESEARCH FAIR & CAPSTONE CONTEST

May 10, 2024

## ACADEMIC OBLIGATION

Monday, August 21, 2023-  
Friday, May 31, 2024

## BUFFALO STATE COUNCIL MEETINGS

(4:00 p.m.)

October 3, 2023

November 28, 2023

February 6, 2024

April 9, 2024

## SENATE MEETINGS (Fridays, 3:00–5:00 p.m.)

## FALL 2023

September 8, 2023

October 13, 2023

November 10, 2023

December 8, 2023\*

\* 2 p.m. start time

## SPRING 2024

February 9, 2024

March 8, 2024

April 12, 2024

May 10, 2024\*

\* 2 p.m. start time

## UUP ANNUAL BARBECUE

September 15, 2023

## UUP EXECUTIVE BOARD MEETINGS

TBA

TBA

TBA

TBA

TBA

Delegate Assembly

# COLLEGE CALENDAR 2023–2024

## FACULTY PERSONNEL ACTIONS (includes Librarians) 2023–2024

PROMOTION	TO DEAN	TO PROVOST*	TO PRESIDENT	NOTIFICATION
To Professor and to Librarian	11/6/23	12/11/23	1/26/24	3/15/24
To Associate Professor and to Senior Assistant Librarian and to Associate Librarian	2/5/24	3/11/24	5/6/24	6/30/24
RENEWAL Term expiring in 8/2024 after first year of service	11/6/23	12/11/23	n/a	3/1/24
RENEWAL Term expiring in 8/2024 after 1 year but not more than 2 years of service**	9/25/23	10/23/23	n/a	12/15/23
RENEWAL Term expiring in 1/2025 after 1 year but not more than 2 years of service	2/5/24	3/11/24	n/a	6/30/24
RENEWAL Term expiring in 8/2025 after 2 or more years of service	2/5/24	3/11/24	n/a	6/30/24
Part-Time Term expiring January 2024	10/2/23	n/a	n/a	11/10/23
Part-Time Term expiring May 2024	2/26/24	n/a	n/a	4/12/24
Continuing Appointment	2/5/24	3/11/24	5/6/24	6/30/24
Sabbaticals and Leave of Absence	10/16/23	11/13/23	n/a	2/1/24

\* Includes two weeks for Budget, Human Resource Management, and Faculty Review

\*\* Terms expiring with a January notification date and 2 or more years of services follow this schedule. Contact Provost's office for guidance.

### GRANTS AND AWARDS

**Deadline for Submission to Albany College Deadlines**  
Equity and Campus Diversity (Minigrants)

The Dr. Muriel A. Howard Presidential Award for the  
Promotion of Respect for Equity and Campus Diversity

#### Grant Allocation Committee Funds

For fall 2023 proposals . . . . . April 28, 2023  
For fall 2023 and spring 2024 proposals . . . . . Sept. 22, 2023  
For spring 2024 program proposals . . . . . Feb. 2, 2024  
President's Medal and Chancellor's Award . . . . . Dec. 18, 2023  
(Submission to the Office of the Vice President for Student Affairs Due by 4:00 p.m.)

Engel Student Humanities Award . . . . . Feb. 9, 2024  
Campbell Student Leadership Award . . . . . Feb. 9, 2024  
Phil Santa Maria Memorial Award . . . . . Feb. 9, 2024  
Phil Santa Maria Award for Student Leadership . . . . . Feb. 9, 2024  
Luis M. Antonetti Student Humanitarian . . . . . Feb. 9, 2024  
(Submission to the Dean of Students Office Due by 4:00 p.m.)

### FACULTY AND STAFF AWARDS

SUNY Chancellor's Award for Excellence in Adjunct Teaching  
Due to Provost. . . . . September 15, 2023

SUNY Chancellor's Award for Excellence in Teaching, Professional  
Service, Librarianship, Scholarship & Creative Activities, and  
Faculty Service; Distinguished Teaching Professor and Distinguished  
Service Professor  
Due to the Provost . . . . . October 16, 2023

President's Awards for Excellence  
Due to the Provost . . . . . March 4, 2024

Chancellor's Award for Classified Service  
Submission deadline . . . . . TBA

# COLLEGE CALENDAR 2023–2024

## MASTER SCHEDULE PREPARATION (Graduate and Undergraduate) 2023–2024

	FOR JANUARY/ SPRING TERM 2024	FOR SUMMER 2024	FOR FALL 2024
Request and instructions for submitting course offerings sent to departments	June 12, 2023	September 18, 2023	November 13, 2023
Department input window	June 19, 2023– July 30, 2023	September 25, 2023– October 8, 2023	November 20, 2023– January 7, 2024
Deans input window	June 19, 2023– August 6, 2023	September 25, 2023– October 15, 2023	November 20, 2023– January 14, 2024
Department final input and review window	August 7, 2023– August 13, 2023	October 16, 2023– October 22, 2023	January 15, 2024– January 21, 2024
Snapshot of master schedule on E-print reports	September 11, 2023	November 7, 2023	February 12, 2024
Notice to administrative office to update information on web sites	September 20, 2023	November 15, 2023	February 22, 2024
Master schedule corrections due to deans' offices	September 20, 2023	November 15, 2023	February 22, 2024
Banner preview*	October 4, 2023	March 6, 2024	March 6, 2024
Final course offerings viewable on web	October 4, 2023	December 4, 2023	March 6, 2024

\* Note "Banner Preview" normally occurs before courses are viewable on the web. Summer is unique because the web version is made available so much earlier.

APPLICATION	APPLY BY
Free application for Federal Student Aid (FAFSA) Spring 2024 only. ....	November 15, 2023
TAP for 2023–2024. ....	June 30, 2024
SUNY Buffalo State application for summer 2024 Aid .....	July 31, 2024
Free application for Federal Student Aid (FAFSA) .....	June 30, 2024
<b>Fall/Spring 2023–2024</b>	
Fall 2023 book deferments .....	August 17, 2023–September 8, 2023
Spring 2024 book deferments .....	January 13, 2024–February 9, 2024

# COLLEGE CALENDAR 2024-2025



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## NEW STUDENT CONVOCATION

August 23, 2024 (tentative)

## FALL OPEN HOUSE

**Undergraduate and Graduate**

October 19, 2024 and  
November 16, 2024

## STATE OF THE UNIVERSITY

TBA

## HOMECOMING/FAMILY WEEK

September 23–28, 2024

## FACULTY AND STAFF RECOGNITION CEREMONY

October 24, 2024

## FACULTY/STAFF RESEARCH & CREATIVITY FALL FORUM

TBA

## SPRING OPEN HOUSE

**Undergraduate and Graduate**

April 5, 2025

## HONORS CONVOCATION

April 11, 2025 (tentative)

## STUDENT LEADERSHIP, HUMANITARIAN, AND DIVERSITY AWARDS

April 22, 2025

## INTERNSHIP APPRECIATION & RECOGNITION EVENT

TBA

## CAMPUS DIVERSITY STUDENT LEADERSHIP AWARDS CEREMONY

TBA

## STUDENT RESEARCH AND CREATIVITY CONFERENCE

TBA

## EOP HONORS CONVOCATION

May 8, 2025

## GRADUATE STUDENT RESEARCH FAIR & CAPSTONE CONTEST

TBA

## ACADEMIC OBLIGATION

TBA

## BUFFALO STATE COUNCIL MEETINGS (4:00 p.m.)

TBA

## SENATE MEETINGS (Fridays, 3:00–5:00 p.m.)

**FALL 2024**

TBA

## SPRING 2025

TBA

## UUP CHAPTER MEETINGS

TBA

## UUP ANNUAL BARBECUE

TBA

## UUP EXECUTIVE BOARD MEETINGS

TBA

TBA

Delegate Assembly

# COLLEGE CALENDAR 2024–2025

## FACULTY PERSONNEL ACTIONS (includes Librarians) 2024–2025

PROMOTION	TO DEAN	TO PROVOST*	TO PRESIDENT	NOTIFICATION
To Professor and to Librarian	11/4/24	12/9/24	1/20/25	3/15/25
To Associate Professor and to Senior Assistant Librarian and to Associate Librarian	2/3/25	3/10/25	5/5/25	6/30/25
RENEWAL Term expiring in 8/2025 after first year of service	11/4/24	12/9/24	n/a	3/1/25
RENEWAL Term expiring in 8/2025 after 1 year but not more than 2 years of service**	9/27/24	10/25/24	n/a	12/15/24
RENEWAL Term expiring in 1/2026 after 1 year but not more than 2 years of service	2/3/25	3/10/25	n/a	6/30/25
RENEWAL Term expiring in 8/2026 after 2 or more years of service	2/3/25	3/10/25	n/a	6/30/25
Part-Time Term expiring January 2025	10/1/24	n/a	n/a	11/8/24
Part-Time Term expiring May 2025	2/28/25	n/a	n/a	4/11/25
Continuing Appointment	2/3/25	3/10/25	5/5/25	6/30/25
Sabbaticals and Leave of Absence	10/18/24	11/15/24	n/a	2/1/25

\* Includes two weeks for Budget, Human Resource Management, and Faculty Review

\*\* Terms expiring with a January notification date and 2 or more years of services follow this schedule. Contact Provost's office for guidance.

### GRANTS AND AWARDS

**Deadline for Submission to Albany College Deadlines**  
Equity and Campus Diversity (Minigrants)

The Dr. Muriel A. Howard Presidential Award for the  
Promotion of Respect for Equity and Campus Diversity

#### Grant Allocation Committee Funds

For fall 2024 proposals ..... April 26, 2024  
For fall 2024 and spring 2025 proposals ..... Sept. 20, 2024  
For spring 2025 program proposals ..... Dec. 16, 2024  
President's Medal and Chancellor's Award ..... Dec. 16, 2024  
(Submission to the Office of the Vice President for Student Affairs Due by 4:00 p.m.)

Engel Student Humanities Award ..... Feb.10, 2025  
Campbell Student Leadership Award ..... Feb.10, 2025  
Phil Santa Maria Memorial Award ..... Feb.10, 2025  
Phil Santa Maria Award for Student Leadership ..... Feb.10, 2025  
Luis M. Antonetti Student Humanitarian ..... Feb.10, 2025  
(Submission to the Office of the Vice President for Student Affairs Due by 4:00 p.m.)

### FACULTY AND STAFF AWARDS

SUNY Chancellor's Award for Excellence in Adjunct Teaching Due  
to Provost. .... September 15, 2024

SUNY Chancellor's Award for Excellence in Teaching, Professional  
Service, Librarianship, Scholarship & Creative Activities, and  
Faculty Service; Distinguished Teaching Professor and Distinguished  
Service Professor  
Due to the Provost ..... October 21, 2024

President's Awards for Excellence  
Due to the Provost ..... March 3, 2025

Chancellor's Award for Classified Service  
Submission deadline ..... TBA

# COLLEGE CALENDAR 2024–2025

## MASTER SCHEDULE PREPARATION (Graduate and Undergraduate) 2024–2025

	FOR JANUARY/ SPRING TERM 2025	FOR SUMMER 2025	FOR FALL 2025
Request and instructions for submitting course offerings sent to departments	June 17, 2024	September 23, 2024	November 18, 2024
Department input window	June 24, 2024– August 4, 2024	September 30, 2024– October 20, 2024	November 25, 2024– January 19, 2025
Deans input window	June 24, 2024– August 11, 2024	September 30, 2024– October 27, 2024	November 25, 2024– January 26, 2025
Department final input and review window	August 12, 2024– August 18, 2024	October 28, 2024– November 3, 2024	January 27, 2025– February 2, 2025
Snapshot of master schedule on E-print reports	September 11, 2024	November 13, 2024	February 18, 2025
Notice to administrative office to update information on web sites	September 24, 2024	November 14, 2024	February 28, 2025
Master schedule corrections due to deans' offices	September 24, 2024	November 14, 2024	February 28, 2025
Banner preview*	October 9, 2024	March 5, 2025	March 5, 2025
Final course offerings viewable on web	October 9, 2024	December 3, 2024	March 5, 2025

\* Note "Banner Preview" normally occurs before courses are viewable on the web. Summer is unique because the web version is made available so much earlier.

APPLICATION	APPLY BY
Free application for Federal Student Aid (FAFSA) Spring 2024 only . . . . .	TBA
TAP for 2024–2025 . . . . .	TBA
SUNY Buffalo State application for summer 2024 Aid . . . . .	TBA
Free application for Federal Student Aid (FAFSA) . . . . .	TBA
<b>Fall/Spring 2024–2025</b>	
Fall 2024 book deferments . . . . .	TBA
Spring 2025 book deferments . . . . .	TBA

# COLLEGE CALENDAR 2025–2026



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## NEW STUDENT CONVOCATION

TBA

## FALL OPEN HOUSE

TBA

## OPENING YEAR ADDRESS

TBA

## FALL GRADUATE OPEN HOUSE

TBA

## HOMECOMING/FAMILY WEEK

October 14–18, 2025

## FACULTY AND STAFF RECOGNITION CEREMONY

October 16, 2025

## FACULTY/STAFF RESEARCH & CREATIVITY FALL FORUM

TBA

## SPRING GRADUATE OPEN HOUSE

TBA

## SPRING OPEN HOUSE

TBA

## HONORS CONVOCATION

April 17, 2026

## STUDENT LEADERSHIP, HUMANITARIAN, AND DIVERSITY AWARDS

TBA

## INTERNSHIP APPRECIATION & RECOGNITION EVENT

May 11, 2023

## STUDENT RESEARCH AND CREATIVITY CONFERENCE

TBA

## EOP HONORS CONVOCATION

TBA

## GRADUATE STUDENT RESEARCH FAIR & CAPSTONE CONTEST

TBA

## ACADEMIC OBLIGATION

TBA

## BUFFALO STATE COUNCIL MEETINGS (4:00 p.m.)

TBA

## SENATE MEETINGS (Fridays, 3:00–5:00 p.m.)

FALL 2025

TBA

## SPRING 2025

TBA

## CHAIR MEETING (2:00–3:00 p.m.) CLEV 418

## SENATE AGENDA SETTING (3:00–4:00 p.m.)

## UUP CHAPTER MEETINGS

TBA

## UUP ANNUAL BARBECUE

TBA

## UUP EXECUTIVE BOARD MEETINGS

TBA

TBA

TBA

TBA

TBA

Delegate Assembly

# COLLEGE CALENDAR 2025–2026

## FACULTY PERSONNEL ACTIONS (includes Librarians) 2025–2026

PROMOTION	TO DEAN	PROVOST*	PRESIDENT	NOTIFICATION
To Professor and to Librarian	11/3/25	12/8/25	1/23/26	3/15/26
To Associate Professor and to Senior Assistant Librarian and to Associate Librarian	2/6/26	3/9/26	5/4/26	6/30/26
RENEWAL Term expiring in 8/2026 after first year of service	11/3/25	12/8/25	n/a	3/1/26
RENEWAL Term expiring in 8/2026 after 1 year but not more than 2 years of service**	9/26/25	10/24/25	n/a	12/15/25
RENEWAL Term expiring in 1/2027 after 1 year but not more than 2 years of service	2/2/26	3/9/26	n/a	6/30/26
RENEWAL Term expiring in 8/2027 after 2 or more years of service	2/2/26	3/9/26	n/a	6/30/26
Part-Time Term expiring January 2026	10/3/25	n/a	n/a	11/10/25
Part-Time Term expiring May 2026	2/27/26	n/a	n/a	4/12/26
Continuing Appointment	2/2/26	3/9/26	5/4/26	6/30/26
Sabbaticals and Leave of Absence	10/17/25	11/21/25	n/a	2/1/26

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Engel Student Humanities Award . . . . . Feb. 9, 2026  
Campbell Student Leadership Award . . . . . Feb. 9, 2026  
Phil Santa Maria Memorial Award . . . . . Feb. 9, 2026  
Phil Santa Maria Award for Student Leadership . . . . . Feb. 9, 2026  
Luis M. Antonetti Student Humanitarian . . . . . Feb. 9, 2026  
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Service, Librarianship, Scholarship & Creative Activities, and  
Faculty Service; Distinguished Teaching Professor and Distinguished  
Service Professor  
Due to the Provost . . . . . October 20, 2025

President's Awards for Excellence  
Due to the Provost . . . . . March 7, 2026

Chancellor's Award for Classified Service  
Submission deadline . . . . . TBA



# COLLEGE CALENDAR 2025–2026

## MASTER SCHEDULE PREPARATION (Graduate and Undergraduate) 2025–2026

	FOR JANUARY/ SPRING TERM 2026	FOR SUMMER 2026	FOR FALL 2026
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Banner preview*	TBA	TBA	TBA
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Spring 2026 only.....	TBA
TAP for 2025–2026 .....	TBA
SUNY Buffalo State application for summer 2025 Aid .....	TBA
Free application for Federal Student Aid (FAFSA) .....	TBA
<b>Fall/Spring 2025–2026</b>	
Fall 2025 book deferments .....	TBA
2025 Spring 2026 book deferments .....	TBA