

## Fall 2018 Timeline

August 24	TA Meeting, Brockway Hall Jacobus Lounge, 1:30 to 3:00 p.m.
August 24	COR Kickoff, Brockway Hall Jacobus Lounge, 3 to 4:30 p.m.
August 27-31	Check class list for accuracy
September 10	Course syllabus, TA learning contract, Grant Applications due
September 12-28	College Student Inventory (CSI) Administration
September 12	CSI Workshop, 12 to 1 p.m., Advisement and Transition
September 12	TA Debriefing Mtg. 4:30-6 p.m., TBD
September 13	TA Debriefing Mtg. 6-7:30 p.m., TBD
September 14	Instructor Debriefing 11:30 a.m., Location and topics TBD
September 28	Weekly schedules due to David Runge
October 3	Review TA contract and provide "S" or "U" grade to David Runge
October 5	Mid-semester estimates due for your students - 4:00 pm
October 9	CSI reports <u>mailed</u> to instructors
October TBD	TA Resume Workshop, time - TBD, Career Services office
Oct. 29 – Nov 2	TA poster pick up
November TBD	Poster Prep Sessions, TBD
November 9	Poster topic due to instructor and David
November 20	Poster due in Advisement and Transition by 4:30pm
Nov 26-Dec 7	Administer Course Teacher Evaluations (CTE's)
December 5	COR 101 Symposium, Memorial Library, 11:30 a.m. to 4:30 pm
December 12	Submit final grades via myRedDragon
June 21, 2019	COR travel voucher deadline

Email Reminders will be sent throughout the fall.