



Faculty Evaluation Submission Dates

Here are the important deadlines for faculty evaluations:

Faculty to complete their evaluations and send to Chairs via TMS: January 29, 2022

Chairs to submit faculty evaluations and send to Dean's Office via TMS: March 5, 2022

Deans to submit faculty evaluations and send to Academic Affairs via TMS: March 26, 2022

Winter Holiday Timesheet Instructions

Here are [Payroll's instructions](#) on entering your time for the 12/12-12/25 pay period.

Staff Professional Development Applications Open for Spring 2022

Staff Council is pleased to announce applications are being accepted for the [Spring Professional Development Training](#). The award can be used to pay registration for workshops, conferences, non-ISU classes or training, and travel expenses.

To apply, you must be a full-time or professional ISU classified or non-classified staff member who has completed at least six months of service.

Applications are due on January 31, 2022, for activities falling within January 1, 2022, to June 30, 2022 time period.

Basketball Players Wanted

Paul Bodily, Computer Science Assistant Professor, is looking to organize some CoSE pickup basketball games at Reed Gym. If you're interested in playing, please email Paul (paulbodily@isu.edu) and fill out the [WhenIsGood](#) survey with the times that work best in your schedule. If you know of any students who may be interested, please extend the invite to them.

Moodle Workshop Offered by Instructional Technology Resource Center

An online workshop for faculty new to using Moodle ISU to teach online is being offered through the Instructional Technology Resource Center (ITRC). The "[Setting Sail with Moodle ISU](#)" workshop is a completely online, self-paced course that gives faculty the opportunity to learn about navigating Moodle ISU and a space to practice identifying and adding course components to their online course using Moodle tools. New faculty who will need to use Moodle ISU are encouraged to participate.

Help Us Share Your Accomplishments!

The outstanding faculty, staff, and students in our college achieve many notable research and professional accomplishments. In addition, our departments regularly have newsworthy advancements. We want to make sure those stories are shared publicly. Here are a few ways you can provide a news tip to help get the word out.

1. Use this [Story Submission Form](#) to send your news tip to the Office of Marketing and Communications.
 2. Send an email to Logan McDougall (loganmcdougall@isu.edu) with a brief description of the news to be shared.
 3. You are always welcome to create a draft story and submit it via the [Story Submission Form](#) or send it to Logan. The Office of Marketing and Communications and Logan will coordinate to get the story finalized and distributed to the media outlets/platforms that will best tell the story.
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Dates to Remember

Dec. 18	Commencement (August and December 2021 graduates)
Dec. 21	Late 8-week and full semester course grading closes at 5:00 pm
Jan. 10	Spring classes begin

Jan. 17	Martin Luther King Jr./Human Rights holiday (no classes)
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Upcoming Events in the College of Science and Engineering

For a complete list of CoSE events, check out the [College Event Calendar](#) and click an event to get more details. Updates can also be found on [Facebook](#), [Twitter](#), and [Instagram](#). To add events to the calendar, please contact the administrative assistant in your department. The university-wide calendar of events is available [here](#).

Dec. 19-25, 2021		
Department/Program	Event	Details
	WINTER BREAK	

Dec. 26-Jan. 1 2022		
Department/Program	Event	Details
	WINTER BREAK	

Jan. 2-Jan. 8 2022		
Department/Program	Event	Details
	WINTER BREAK	