

Montana Board of Regents

2021 Academic Proposal Review/Approval Schedule

JANUARY

M	T	W	T	F	
				1	1/4-1/5 January BOR Meeting
4	5	6	7	8	1/19 CAO Level I & II Call
11	12	13	14	15	1/20 March RTP Items Due
18	19	20	21	22	1/26 December Level I & II Final Approval
25	26	27	28	29	1/26 January Level I & II Items Due

FEBRUARY

M	T	W	T	F	
1	2	3	4	5	2/17 CAO Level I, II, and BOR call
8	9	10	11	12	2/23 February Level I & II Items Due
15	16	17	18	19	2/23 January Level I & II Final Approval
22	23	24	25	26	2/24 ARSA Committee Call

MARCH

M	T	W	T	F	
1	2	3	4	5	3/10 CAO In-person Meeting
8	9	10	11	12	3/11-3/12 March BOR Meeting
15	16	17	18	19	3/16 CAO Level I & II Call
22	23	24	25	26	3/23 February Level I & II Final Approval
29	30	31			3/30 March Level I & II Items Due

APRIL

M	T	W	T	F	
			1	2	4/7 May RTP Items Due
5	6	7	8	9	4/20 CAO Level I & II Call
12	13	14	15	16	4/27 March Level I & II Final Approval
19	20	21	22	23	4/27 April Level I & II Items Due
26	27	28	29	30	

MAY

M	T	W	T	F	
3	4	5	6	7	5/5 CAO Level I, II, and BOR Call
10	11	12	13	14	5/12 ARSA Committee Call
17	18	19	20	21	5/22 April Level I & II Final Approval
24	25	26	27	28	5/25 CAO In-person Meeting
31					5/25 May Level I & II Items Due
					5/26-5/27 BOR Meeting
					5/28 Priorities and Planning Statement Due
					5/28 July RTP Items Due*

JUNE

M	T	W	T	F	
	1	2	3	4	6/15 CAO Level I & II Call
7	8	9	10	11	6/22 May Level I & II Final Approval
14	15	16	17	18	6/23 CAO BOR Call
21	22	23	24	25	6/29 June Level I & II Items Due
28	29	30			6/30 ARSA Committee Call

JULY

M	T	W	T	F	
			1	2	7/15-7/16 BOR Meeting
5	6	7	8	9	7/20 CAO Level I & II Call
12	13	14	15	16	7/27 June Level I & II Final Approval
19	20	21	22	23	7/27 July Level I & II Items Due
26	27	28	29	30	7/28 September RTP Items Due

AUGUST

M	T	W	T	F	
2	3	4	5	6	8/25 CAO Level I, II, & BOR Call
9	10	11	12	13	8/31 August Level I & II Items Due
16	17	18	19	20	8/31 July Level I & II Final Approval
23	24	25	26	27	
30	31				

SEPTEMBER

M	T	W	T	F	
		1	2	3	9/1 ARSA Committee Call
6	7	8	9	10	9/14 CAO In-Person Meeting
13	14	15	16	17	9/15-9/16 BOR Meeting
20	21	22	23	24	9/21 CAO Level I & II Call
27	28	29	30	31	9/28 August Level I & II Final Approval
					9/28 September Level I & II Items Due
					9/29 November RTP Items Due

OCTOBER

M	T	W	T	F	
				1	10/19 CAO Level I & II Call
4	5	6	7	8	10/26 September Level I & II Final Approval
11	12	13	14	15	10/26 October Level I & II Items Due
18	19	20	21	22	10/27 CAO Level I, II, & BOR Call
25	26	27	28	29	

NOVEMBER

M	T	W	T	F	
1	2	3	4	5	11/2 September Level I & II Final Approval
8	9	10	11	12	11/3 ARSA Committee Call
15	16	17	18	19	11/16 CAO Level I & II Call
22	23	24	25	26	11/17 CAO In-Person Meeting
29	30				11/17 January RTP Items Due*
					11/18-11/19 BOR Meeting
					11/23 October Level I & II Final Approval
					11/30 November Level I & II Items Due

DECEMBER

M	T	W	T	F	
		1	2	3	12/14 CAO Level I, II, BOR Call
6	7	8	9	10	12/21 November Item Final Approval
13	14	15	16	17	12/22 ARSA Committee Call
20	21	22	23	24	12/28 December Level I & II Items Due
27	28	29	30	31	

Level I and II Items Due
CAO Level I & II Call
Level I & II Final Approval
ARSA Committee Call

Request to Plan Items Due to OCHE
CAO BOR Call
CAO In Person Meeting
BOR Meeting

*January and July are not regular meetings of the Board and therefore, only emergency Request to Plan items are accepted. If no emergency Request to Plan items arise, then there will be no CAO or ARSA call in conjunction with the BOR meeting.

Montana Board of Regents

2022 Academic Proposal Review/Approval Schedule

JANUARY						
M	T	W	T	F	1/6 - 1/7 January BOR Meeting	
3	4	5	6	7	1/18 CAO Level I & II Call	
10	11	12	13	14	1/19 March RTP Items Due	
17	18	19	20	21	1/25 December Item Final Approval	
24	25	26	27	28	1/25 January Level I & II Items Due	
31						

JULY						
M	T	W	T	F	7/14 - 7/15 July BOR Meeting	
				1	7/19 CAO Level I & II Call	
4	5	6	7	8	7/26 July Level I & II Items Due	
11	12	13	14	15	7/26 June Items Final Approval	
18	19	20	21	22	7/27 September RTP Items Due	
25	26	27	28	29		

FEBRUARY						
M	T	W	T	F	2/16 CAO BOR & Academic Items Call	
	1	2	3	4	2/22 February Level I & II Items Due	
7	8	9	10	11	2/23 January Item Final Approval	
14	15	16	17	18	2/23 ARSA Committee Call	
21	22	23	24	25		
28						

AUGUST						
M	T	W	T	F	8/24 CAO BOR & Academic Items Call	
1	2	3	4	5	8/30 August Level I & II Items Due	
8	9	10	11	12	8/31 July Items Final Approval	
15	16	17	18	19	8/31 ARSA Committee Call	
22	23	24	25	26		
29	30	31				

MARCH						
M	T	W	T	F	3/9 CAO in-person	
	1	2	3	4	3/10 - 3/11 March BOR Meeting	
7	8	9	10	11	3/15 CAO Level I & II Call	
14	15	16	17	18	3/22 February Item Final Approval	
21	22	23	24	25	3/29 March Level I & II Items Due	
28	29	30	31	3/30 May RTP Items Due		

SEPTEMBER						
M	T	W	T	F	9/13 CAO in-person	
			1	2	9/14 - 9/15 September BOR Meeting	
5	6	7	8	9	9/20 CAO Level I & II Call	
12	13	14	15	16	9/27 August Item Final Approval	
19	20	21	22	23	9/27 September Level I & II Items Due	
26	27	28	29	30	9/28 November RTP Items Due	
					9/28 Academic Program Reviews Due	

APRIL						
M	T	W	T	F	4/26 April Level I & II Items Due	
				1	4/27 CAO BOR & Academic Items Call	
4	5	6	7	8		
11	12	13	14	15		
18	19	20	21	22		
25	26	27	28	29		

OCTOBER						
M	T	W	T	F	10/25 October Level I & II Items Due	
3	4	5	6	7	10/26 CAO BOR & Academic Items Call	
10	11	12	13	14		
17	22	19	20	21		
24	25	26	27	28		
31						

MAY						
M	T	W	T	F	5/4 ARSA Committee Call	
2	3	4	5	6	5/4 March Item Final Approval	
9	10	11	12	13	5/17 CAO in-person	
16	17	18	19	20	5/18-5/19 May BOR Meeting	
23	24	25	26	27	5/24 CAO Level I & II Call	
30	31	5/25 July RTP Items Due*				
		5/25 Priorities & Planning Statements Due				
		5/31 May Level I & II Items Due				
		5/31 April Item Final Approval				

NOVEMBER						
M	T	W	T	F	11/2 October Item Final Approval	
	1	2	3	4	11/2 ARSA Committee Call	
7	8	9	10	11	11/16 CAO in-person	
14	15	16	17	18	11/16 January RTP Items Due*	
21	22	23	24	25	11/17 - 11/18 November BOR Meeting	
28	29	30	11/22 CAO Level I & II Call			
			11/29 October Item Final Approval			
			11/29 November Level I & II Items Due			

JUNE						
M	T	W	T	F	6/22 CAO BOR & Academic Item Call	
		1	2	3	6/28 June Level I & II Items Due	
6	7	8	9	10	6/29 May Item Final Approval	
13	14	15	16	17	6/29 ARSA Committee Call	
20	21	22	23	24		
27	28	29	30	31		

DECEMBER						
M	T	W	T	F	12/14 CAO BOR & Academic Items Call	
			1	2	12/21 November Item Final Approval	
5	6	7	8	9	12/21 ARSA Committee Call	
12	13	14	15	16	12/27 December Level I & II Items Due	
19	20	21	22	23	1/2 - 1/3 January BOR Meeting	
26	27	28	29	30		
2	3					

Level I and II Items Due						
CAO Level I & II Call						
Level I & II Final Approval						
ARSA Committee Call						

Request to Plan Items Due to OCHE						
CAO BOR Call						
CAO In Person Meeting						
BOR Meeting						

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