

LEHIGH CARBON COMMUNITY COLLEGE

IMPORTANT DATES

2024-2025

July 2024

7/1-7/5/24	No daytime or evening classes
7/1/24	Winter 2024 Book Adoptions Due
7/3/24	Midterm Grades Due (10 Week Term)
7/4/24	College Closed – No daytime or evening classes
7/5/24	Final FY23/24 Accounts Payable Run
7/8/24	Summer Session second 5-week full term and online classes begin
7/9/24	Summer Session second 5-week last day for course change or late registration
7/11/24	Board of Trustees' meeting, 5:30 p.m., Main Campus TC 203
7/12/24	Winter 2024 Registration for Veteran and Military Students begins
7/15/24	Summer Session 10-week last day for withdrawal with an automatic "W"
7/15/24	Winter 2024 Registration for all Students begins
7/17/24	Summer Session Second 5-week Non Attendance Due
7/18/24	Final FY 23/24 payroll pay date – timecard staff (paydays 6/30-7/13/24)
7/29/24	Summer Session Second 5-week Midterm Grades Due
7/30/24	Summer Session Second 5-week last day for withdrawal with an automatic "W"

August 2024

8/1/24	Summer Session 10-week TR classes end
8/1/24	Board of Trustees' meeting, 5:30 p.m., Main Campus TC 203
8/5/24	Summer Session 10-week MW and MTWR classes end
8/6/24	Summer Session 10-week final exams for TR classes
8/7/24	Summer Session 10-week final exams for MW and MTWR classes
8/7/24	Summer Session second 5-week MW classes end
8/7/24	First Non-Payment Drop Date Fall 2024
8/8/24	Summer Session second 5-week TR and MTWR classes end
8/9/24	Summer Session 10-week final grades due by 10:00 a.m.
8/12/24	Summer Session second 5-week final exams for MW and MTWR classes
8/13/24	Summer Session second 5-week final exams for TR classes
8/15/24	Summer Session second 5-week final grades due by 10:00 a.m.
8/17/24	Administrative offices will be open on a limited basis from 9:00 a.m. to 3:00 p.m.(Subject to Change)
8/19/24	Spring 2025 Credit Schedule due from Academic Services to Coordinators with changes
8/19/24	Summer 2025 Credit Schedule due from Academic Services to Coordinators with changes
8/19/24	Fall 2024 Assessment notice sent to faculty
8/19/24	Honors Induction 5:30-7:30pm
8/20/24	Second Non-Payment Drop Date
8/20/24	Fall Convocation
8/20/24	Summer Graduate Degrees Awarded (No Ceremony)
8/20/24	Coordinator Meeting, Academic Council Open Forum, Division Meetings, and Evening Adjunct/Part-Time Faculty Convocation
8/21/24	Adjunct/Part-Time Faculty Fall Convocation
8/22/24	Virtual Parent and Family Orientation 5pm to 6pm via Zoom

2024-2025 Important Dates

- 8/23/24 Fall Welcome Event 1pm to 3pm CSC Ballroom
 8/24/23 Virtual Fall Welcome Event, 4:00 p.m.-5:00 p.m., via Zoom
 8/24/24 Administrative offices will be open on a limited basis from 9:00 a.m. to 3:00 p.m.(Subject to Change)
 8/26/24 Fall full term, online, remote, and face to face classes begin
 8/30/24 List of faculty on 2024-25 Evaluation Cycle sent to full-time and part-time faculty from Vice President for Academic Services and Student Development

September 2024

- Sept. 2024 Faculty members of the Promotion and Sabbatical Committees are appointed
 9/1-2/24 College Closed
 9/3/24 Fall full term last day for course change or late registration
 9/5/24 Board of Trustees' meeting, 5:30 p.m., Main Campus TC 203
 9/6/24 Spring 2025 Credit Schedule due from Coordinators to Academic Services to make final changes
 9/6/24 Summer 2025 Credit Schedule due from Coordinators to Academic Services to make final changes
 9/9/2024 Fall 2024 Assessment Grids and Schedule Due
 9/10/24 Coordinators' meeting, 2:30 p.m.
 9/12/24 Division meeting, 2:30 p.m.
 9/13/24 Final Spring 2025 Credit Schedule complete
 9/13/24 Final Summer 2025 Credit Schedule complete
 9/13/24 Faculty evaluation plans due to supervisor for 2023-24 evaluation year (full-time and part-time faculty)
 9/16/24 LCCC Foundation, Tony Boyle Memorial Golf Classic-The Club at Twin Lakes
 9/20/24 Spring 2025 Credit Schedule posted to college website
 9/20/24 Summer 2025 Credit Schedule posted on college website
 9/24/24 Email Registration Information to Students via CRM Advise
 9/27/24 Faculty meeting, 1:00 p.m.
 9/30/24 Faculty evaluation reports from 2023-24 evaluation year due to supervisor (full-time and part-time faculty)

October 2024

- 10/1/24 Gainful Employment Report Due
 10/1/24 Fall Late Start 10-week classes begin
 10/1/24 Last day to file an application for December graduation
 10/1/24 Spring 2025 Book adoptions due
 10/1/24 Summer 2025 Book adoptions due
 10/4/24 Faculty recipients of sabbatical leave give report to Board of Trustees
 10/4/24 Spring 2025 Registration for Veteran and Military Students begins
 10/4/24 Summer 2025 Registration for Veteran and Military Students begins
 10/7/24 Spring 2025 Registration begins for all students
 10/7/24 Summer 2025 Registration begins for all students
 10/8/24 Coordinator's Meeting 2:30pm
 10/10/24 Board of Trustees' meeting, 5:30 p.m., Main Campus TC 203
 10/10/24 Division meeting, 2:30 p.m.
 10/14/24 Email sent to faculty teaching courses being assessed for Fall 2024

2024-2025 Important Dates

10/15/24	College Wide Development Day—No daytime or evening classes—Administrative offices remain open
10/15/24	Winter/Spring Book Adoptions due to Follett
10/22/24	Fall Transfer Fair 10:00 a.m. to 2:00 p.m., CSC Building, Main Campus
10/23/24	Run Roll process (SSRROLL) in Banner to copy Fall 2024 to Fall 2025
10/25/24	Fall Full Term Midterm Grades Due
10/25/24	Faculty meeting, 2:30 p.m.
10/29/24	Last Day to Make Up “I” Grade from Spring & Summer 2024 Semesters
10/29/24	1st copy of Fall 2025 Credit Schedule due to Coordinators to review and make changes

November 2024

11/1/24	Applications for faculty promotion materials are available in the Office of the Vice President for Academic Services and Student Development
11/4/24	Motivational Evening with Rocky Bleier
11/5/24	Fall full term last day to withdraw with an automatic “W”
11/7/24	Board of Trustees’ meeting, 5:30 p.m., Main Campus TC 203
11/7/24	Last Day to Submit Curriculum Changes for the 2025-2026 Academic Year
11/7/24	Schnecksville Job Fair Fall 2024 10 a.m. to 2 p.m.
11/12/24	Coordinators’ meeting, 2:30 p.m.
11/14/24	Division meeting, 2:30 p.m.
TBD	Etiquette Luncheon
11/17/24	Winter 2024 Textbook+ Student opt out portal open
11/18/24	Fall 2024 Assessment Email with File Sent to Faculty
11/18/24	Run Roll Process (SSRROLL) in Banner to copy Winter 2024 to Winter 2025
11/19/24	Fall 2025 Credit Schedule due from Coordinators to Academic Services with changes
TBD	Morgan Center Job Fair
TBD	Donley Center Job Fair
11/22/24	Faculty meeting, 2:30 p.m.
11/27/24	No daytime or evening classes— Administrative offices remain open
11/28-12/1	College Closed

December 2024

12/1/24	Spring 2025 Textbook+ Student opt out portal open
12/2/24	Due date for faculty promotion applications
12/5/24	Board of Trustees’ meeting, 5:30 p.m., Main Campus TC 203
12/7/24	Fall full term and online classes end
12/9-14/24	Daytime and evening final exams
12/16/24	All Fall 2024 Assessment Data Due for Adjunct and Part-Time Faculty
12/16/24	Final grades due by 10:00 a.m.
12/16/24	Winter Session online classes begin
12/18/24	Fall Graduate Degrees Awarded (No Ceremony)
12/24-1/1/25	College Closed
12/23/24	Winter 2024 Non Attendance Due
12/27/24	Administrative offices open on a limited basis (9:00 a.m.-3:00 p.m.) at Main Campus, Allentown, and Tamaqua (Subject to Change)

2024-2025 Important Dates

January 2025

- 1/2/25 Administrative offices reopen
- 1/2/25 Administrative sabbatical applications due in Office of Human Resources
- 1/2/25 Board of Trustees' meeting, 5:30 p.m., Main Campus TC 203
- 1/6/25 Winter Session Midterm Grades Due
- 1/7/25 Winter full term last day to withdraw with an automatic "W"
- 1/17/25 Classes End – Winter Session Online
- 1/17/25 Fall 2025 Credit Schedule due from Academic Services to Coordinators with changes
- 1/18/25 Administrative offices will be open from 9:00 a.m. to 3:00 p.m. (Subject to Change)
- 1/20/25 Spring 2025 Assessment Notice Sent
- 1/21-22/25 Spring Convocation (Faculty, Coordinator and Division meetings January 17)
- 1/22/25 Adjunct/Part-Time Faculty Convocation
- 1/24/25 Spring full term online, remote, and face-to-face classes begin
- 1/25/25 Administrative offices will be open from 9:00 a.m. to 3:00 p.m. (Subject to Change)
- 1/30/25 Spring full term last day for course change or late registration
- 1/31/25 Fall 2024 Assessment results due for full-time faculty

February 2025

- 2/1/25 Due date for faculty sabbatical leave applications
- 2/1/25 Last day to file an application for May graduation
- 2/3/25 Spring 2025 Assessment Course and Program Grids Due
- 2/6/25 Board of Trustees' meeting, 5:30 p.m., Main Campus TC 203
- 2/10/25 All Non-Curricular Updates to 2025-2026 Catalog are Due
- 2/11/25 Coordinators' meeting, 2:30 p.m.
- 2/12/25 Fall 2025 Credit Schedule due from Coordinators to Academic Services to make final changes
- 2/13/25 Division meeting, 2:30 p.m.
- 2/19/25 Final Fall 2025 Schedule complete
- 2/21/25 Fall 2025 Credit Schedule posted to college website
- 2/24/25 2025-2026 College Catalog Released
- 2/24/25 Email Sent to Coordinators For Fall 2024 Assessment Analysis
- 2/24/25 Email Sent to Faculty Teaching Spring 2025 Courses Being Assessed.
- 2/25/25 Email registration information to students via CRM Advise
- 2/28/25 Spring Late Start 10-week classes begin
- 2/28/25 Faculty meeting, 2:30 p.m.

March 2025

- 3/5/25 1st copy Winter 2025 due to Coordinators to review and make changes
- 3/6/25 Board of Trustees' meeting, 5:30 p.m., Main Campus TC 203
- 3/7/25 Fall 2025 Registration for Veteran & Military Students begins
- TBD Morgan Center Job Fair
- TBD Donley Center Job Fair
- 3/10/25 Fall 2025 Registration for all students begins
- 3/11/25 Coordinator's Meeting 2:30 p.m.
- 3/13/25 Division Meetings 2:30 p.m.
- 3/17-22/25 Spring Break—No daytime, evening or Saturday classes
- 3/15/25 Summer Book Adoptions due to Follett

2024-2025 Important Dates

- 3/24/25 Fall 2024 Assessment Course/Program Analysis Due
 3/26/25 Winter 2025 Credit Schedule due from Coordinators to Academic Services with changes
 3/27/25 Run Roll process (SSRROLL) in Banner to copy Spring 2026 to Spring 2026
 3/27/25 Run Roll process (SSRROLL) in Banner to copy Summer 2026 to Summer 2026
 3/28/25 Faculty meeting, 1:00 p.m.
 3/28/25 Career Development e-Portfolio Showcase
 3/29/25 Spring Full Term Midterm Grades Due

April 2025

- 4/2/25 Last day to make up "I" grade from Fall and Winter 2024 semesters
 4/3/25 Board of Trustees' meeting, 5:30 p.m., Main Campus TC 203
 4/4/24 Academic audits due to Associate Dean of Curriculum, Assessment, and Articulations
 4/7/25 1st copy of Spring 2025 Credit Schedule due to Coordinators to review and make changes
 4/7/25 1st copy of Summer 2025 Credit Schedule due to Coordinators to review and make changes
 4/8/25 Coordinators' meeting, 2:30 p.m.
 4/8/25 Winter 2025 Credit Schedule due from Academic Services to Coordinators with changes
 4/9/25 Spring full term last day to withdraw with an automatic "W"
 4/10/25 Schnecksville Job Fair (10 a.m. to 2 p.m.)
 TBD Etiquette Luncheon
 4/10/25 Spring Open House 5:00 p.m.-7:00 p.m.
 4/10/25 Division meeting, 2:30 p.m.
 4/14/25 Spring 2025 Assessment Email With File Sent To Faculty
 4/15/25 Fall Book Adoptions due to Follett
 4/18-19/25 College Closed
 4/21/25 Arts and Scholars Showcase 5:00 p.m. – 7:00p.m.
 4/29/25 Faculty meeting, 2:30 p.m.

May 2025

- 5/1/25 Board of Trustees' meeting, 5:30 p.m., Main Campus TC 203
 5/2/25 Winter 2025 Credit Schedule due from Coordinators to Academic Services to make final changes
 5/8/25 Division Meetings 2:30 p.m.
 5/9/25 Spring full term and online classes end
 5/9/25 Spring 2025 Credit Schedule due from Coordinators to Academic Services with changes
 5/9/25 Summer 2025 Credit Schedule due from Coordinators to Academic Services with changes
 5/9/25 Staff Recognition Event (tentative)
 5/12-17/25 Daytime and evening final exams
 2nd/3rd week Academic audit review meetings with audit teams (tentative)
 5/13/25 Coordinators' meeting, 2:30 p.m.
 5/19/25 Spring 2025 Assessment Data Due for All Faculty
 5/19/25 Final grades due by 10:00 a.m.
 5/19/25 Spring 2024 assessment data/results due for full-time, part-time and adjunct faculty
 5/19/25 Summer Session first 5-week and 10-week full term and online classes begin
 5/20/25 Summer Session first 5-week last day for course change or late registration
 5/21/25 Graduation Reception for Honors Students at Renaissance Hotel (prior to commencement)
 5/21/25 ADN Pinning Ceremony, PPL, (prior to commencement)

2024-2025 Important Dates

5/21/25 Commencement (tentative)
5/23/25 Summer Session 10-week last day for course change or late registration
5/26/25 College Closed
5/27/25 Low Enrollment Report Draft Sent to Deans and Coordinators
5/28/25 Summer Session first 5-week Not Attendance Due
5/30/25 Committee End of Year Reports due to Academic Services.

June 2025

6/1/25 Last day to file an application for August graduation
6/5/25 Final Winter 2025 Schedule complete
6/5/25 Board of Trustees' meeting, 5:30 p.m., Main Campus TC 203
6/10/25 Summer Session first 5-week Midterm Grades Due
6/11/25 Summer Session first 5-week last day to withdraw with an automatic "W"
6/19/25 Summer Session first 5-week classes end for TR classes
6/23/25 Summer Session first 5-week classes end for MW and MTWR classes
6/24/25 Summer Session first 5-week final exams for TR classes
6/25/25 Summer Session first 5-week final exams for MW and MTWR classes
6/27/25 Winter 2025 Credit Schedule posted to college website
6/27/25 Summer Session first 5-week final grades due by 10:00 a.m.