

Council of Divisions Calendar 2014-15

Quick Snapshot of Deadlines

2014

August 9 — Council of Divisions meeting in Montreal. Will feature discussion on programming process

September 1 — ask your members for panel ideas for 2015 Conference

October 13 — Joint Session Proposals due to AEJMC Central Office

October 23-24 — Virtual social dates to connect with possible sponsors via email, or Cover It Live chats

November 7 — Deadline to file a Session Request Form, asking for **ALL** of your group's sessions and activities for the 2014 Conference.

Mid-November — CofD Chair and Vice Chair travel to AEJMC Central Office to program sessions for the 2015 conference

2015

January 9 — CofD mailed conference schedule

February 16 — Need description of pre-conf workshops, and any fees being charged that need to be on Conference Registration Form

March 16 — Program copy deadline for panels, workshops, luncheons, etc.

May 15 — Final program copy deadline — Need EVERYTHING

June 10 — Deadline to order plaques and award checks

June 10 — Proof copy corrections due

June 15 — Deadline to file annual reports

August 5 — Assessment interviews (pre-con day)

August 6 to 9 — AEJMC Conference in San Francisco

September 15 — Deadline to request all reimbursements from the conference

September 30 — Fiscal Year ends