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# Communication Calendar

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Date	Name	Term	Task	Parts of Term/Notes
<i>April 2020</i>				
4/27/2020	Gerri	202010	#070 LDA Grading Instructions. Run SYRU546 to send TGA/email to faculty who have students with an LDA without a withdrawn status.	2nd and Full parts of term.
4/27/2020	Gerri	202010	#080 Grade Instructions. Run SYGU506. Send TGA/email to Current_term_instructors, Grading, Dean's, and Dept Chairs Lists grading instructions and general info such as FERPA and grading deadlines.	2nd and Full parts of term.
4/27/2020	Gerri	202010	#105 AU/NC Grades. Run SGYU506A. Email a reminder to all on Registrar_List to enter grades on AU/NC.	2nd and Full parts of term.
4/27/2020	Gerri	202010	#110 Independent Study Type Courses. Run SYGU506C. Send TGA/email to Current_term_instructors, Grading, Dean's and Dept Chairs lists the Independent Study sections with actual enrollment that must be graded.	2nd and Full parts of term.