

Academic Calendar Committee Meeting January 29, 2008

The Academic Calendar Committee met to determine calendar dates for FY10. Unfortunately, the Kansas Board of Regents has not yet met to approve academic calendars for an extended length of time. However, KU has posted approved calendars through FY10, so Washburn's Calendar Committee will utilize KU's calendar in determining spring break in spring 2010.

Nancy reminded the committee that the following guidelines are in place for determining academic calendar start and end dates:

1. The latest possible fall start date should be used, but sufficient time must be available in December for processing of grades and financial aid before the University closes for winter break. The latest possible date Friday final exams can be held would be December 17. Fall semester start dates will be calculated based on this determination.
2. Washburn University will schedule spring break the same week as the Regents' schools.
3. Fall break will continue to be two days based on the survey of constituents conducted by the last academic calendar committee and will not be held the weekend of homecoming.

Existing calendar decisions for FY09 were reviewed. The Committee recommended no changes to the currently approved fall and spring academic calendars.

Discussions were held surrounding how the fall 2009 calendar might be adjusted to more evenly balance the number of one day a week classes. Possible solutions: moving fall break to Monday/Tuesday instead of Thursday/Friday; starting on a Thursday; designating one Tuesday as a Thursday class meeting. After considerable discussion, the decision was made to retain the status quo through FY10. Because of a change in schedule, Athletics has not yet determined when Homecoming will be held in fall 2009. The committee identified two potential weeks for fall break. Nancy will contact Loren Ferre to determine the date of Homecoming and will establish fall break based on the preferences indicated by the committee if it does not conflict with Homecoming. Because Fall 2009 ends so early it will be possible to return to the 5-day window for grade submission for this year since there will be sufficient time for the Registrar and Financial Aid to complete their processes before winter break closing.

Discussions were held regarding potentially moving the start date of the spring 2010 semester to the week before Martin Luther King holiday. Because this would cause a significant hardship on the School of Law (which begins a week earlier than the rest of the University), the decision was made to retain the start date on the Tuesday after the Martin Luther King holiday for FY10.

Based on these discussions, the Academic Calendar Committee recommends the following FY10 academic calendar:

Fall 2009

Monday, August 17, 2009 – Classes Begin
Saturday-Monday, September 5-7, 2009 – Labor Day Holiday
Thursday-Sunday, October 8-11, 2009 – Fall Break
Wednesday-Sunday, November 25-29 – Thanksgiving Break
Friday, December 4, 2009 – Last Day of Classes
Friday, December 11, 2009 – Last Day of Final Exams
(M-15, T-16, W-15, R-14, F-14, S-14)

Spring 2010

Monday, January 18, 2010 – Martin Luther King Holiday
Tuesday, January 19, 2010 – Classes Begin
Monday-Sunday, March 15-21, 2010 – Spring Break
Friday, May 7, 2010 – Last Day of Classes
Friday, May 14, 2010 – Last Day of Final Exams
(M-14, T-15, W-15, R-15, F-15, S-15)

After the calendar was approved, a recommendation was made to include not only add/withdrawal deadlines but also refund deadlines on the academic calendar posted online. The Academic Calendar Committee approved this recommendation. Nancy will work with the Bursar to implement the recommendation beginning Fall 2008.