**Academic Calendar Policy**

**Abstract**

The proposal modifies the Academic calendar policy to include a statement about the requirement for all classes to meet during their assigned final exam period.

**Key Words:** final exams, instructional time

**Author/Source**

Academic Policies Committee

**Responsible Unit**

Academic Resources

**History**

<table>
<thead>
<tr>
<th>Version</th>
<th>Approved</th>
<th>Revisions(s)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Rationale

This amendment specifies the requirement for all classes to meet during the final exam period. The Academic Senate further requests that this policy be used by Academic Affairs to construct and publish academic calendars for five years in advance. If Academic Affairs must propose a calendar that deviates from these principles the calendar must be approved by the Academic Senate; otherwise, individual academic calendars will not need senate approval.

The annual academic calendar will be constructed in accordance with state law, CSU regulations and the following stipulations:

1) The fall semester conforms to the appropriate dates below:

<table>
<thead>
<tr>
<th>First day of semester</th>
<th>First day of instruction</th>
<th>Projected last day of instruction</th>
<th>Projected last day of finals</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tuesday, August 24</td>
<td>Wednesday, August 25</td>
<td>Tuesday, December 14</td>
<td>Tuesday, December 21</td>
</tr>
</tbody>
</table>
* Projected last day of instruction only for Monday only courses. All other courses have a last day of instruction of Wednesday, December 11 or 12.

2) The week-long fall recess will be observed the week of the fourth Thursday in November.

3) The spring semester begins on the Thursday before the fourth Monday in January. Thursday and Friday will be faculty development days, and the first day of instruction for all courses will be the fourth Monday in January.

4) The week-long spring recess will be observed after the eighth week of classes.

5) In accordance with Title V, WASC and Academic Senate policy #F76-12, all classes must meet during their assigned final exam time. Calculated instructional time includes the scheduled final exam week.

The Academic Policies Committee and the Academic Senate retain their responsibility for the
academic calendar and they can entertain proposals to amend this policy as they deem appropriate.

Signed Memo:
S17-242 Signed Memo