

UNIVERSITY OF ILLINOIS URBANA-CHAMPAIGN SENATE
SENATE COMMITTEE ON EDUCATIONAL POLICY
(Final; Action)

EP.24.025 Revision to the Policy Guidelines for Developing Academic Calendars (final examination period)

BACKGROUND

This proposal seeks to revise the Policy Guidelines for Developing Academic Calendars to lower the threshold for the required number of final examination periods and builds in flexibility to allow an increase in final examination periods if, for example, there is a significant increase in enrollment. The lower threshold for fall final examination periods would ensure posting final grades to student records prior to the end of the calendar year and allow additional time for other required end of term processes. (See Appendix A for past total final examinations held each day of the Final Examination period.) This in-turn allows Winter Session to begin earlier. The lower threshold for the spring final examination period allows additional time for the numerous commencement activities.

This proposal also seeks to add Juneteenth National Freedom Day as a holiday to the Policy Guidelines.

RECOMMENDATION

The Senate Committee on Educational Policy recommends the Senate approve the following proposed revisions to the Policy Guidelines for Developing Academic Calendars. ~~Struck through~~ text indicates deletions, and underlined text indicates additions.

1 **POLICY GUIDELINES FOR DEVELOPING ACADEMIC CALENDARS**

- 2 The following Policy Guidelines shall be followed when developing Academic Calendars.
3 However, there may be some academic years when not all guidelines can practicably be
4 followed. In such years, the Academic Calendar proposed to the Senate shall include a brief
5 description of any guidelines that are not satisfied and why the guidelines are unable to be
6 satisfied.

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10 **1. General Policies for Fall and Spring Semesters**

11 1.1 There must be no fewer than thirty (30) weeks of instruction during the combined fall
12 and spring semesters. Neither the designated one-week break during each semester
13 nor the final exam period count towards this thirty-week minimum. (Department of
14 Education requirement for Title IV funding eligibility)

15 1.2 Classes and other mandatory instructional activities shall not be held during the
16 designated one-week break ~~during~~ of each semester.

17 1.3 There should be as many unbroken weeks of instruction as possible to ensure a
18 roughly equal number of Mondays, Tuesdays, Wednesday, Thursdays, and Fridays in
19 each semester.

20 1.4 A Reading Day shall immediately precede the first day of Final Examinations as defined
21 in the *Student Code*.

22 1.5 There shall be ~~eighteen (18)~~ at least fifteen (15) three-hour Final Examination periods
23 scheduled, with three periods each day ~~Monday through Friday~~, and none on Saturday
24 or Sunday.

25

26 **2. Fall Semester**

27 2.1 Classes shall begin after August 16 (start of the contract year). The Academic Calendar
28 must allow for graduate and teaching assistant training prior to the first day of the fall
29 semester.

30 2.2 Classes and other mandatory instructional activities shall not be held on Labor Day.

31 2.3 Fall break week shall be the week in which the Thanksgiving holiday occurs.

32

33 **3. Spring Semester**

34 3.1 Classes and other mandatory instructional activities shall not be held on Martin Luther
35 King Jr. Day.

36 3.2 Spring break week shall be scheduled by taking into consideration partial term courses
37 and associated deadlines.

38

39 **4. Winter Session**

40 4.1 Winter Session shall be offered between the fall and spring semesters.

41 4.2 Winter Session shall consist of a minimum of twenty-one (21) calendar days.

42 4.3 Classes and other mandatory instructional activities shall not be held on Christmas Day
43 or New Year's Day.

44 4.4 Instruction, including Final Examinations, shall end no later than the day prior to the
45 first day of spring instruction.

46

47 **5. General Policies for Summer Sessions**

48 5.1 Summer Session shall begin after Commencement.

49 5.2 Summer Sessions 1 and 2 combined shall not be less than twelve (12) weeks.

50

51 **6. Summer Session 1**

52 6.1 Classes and other mandatory instructional activities shall not be held on Memorial
53 Day.

54 6.2 Final Examinations shall be held during the final meeting of the class or on the day
55 immediately following the final class meeting at the scheduled class meeting time.

56

57 **7. Summer Session 2**

58 7.1 Summer Session 2 shall begin no earlier than the Monday after the completion of
59 Summer Session 1.

60 7.2 Classes and other mandatory instructional activities shall not be held on Juneteenth
61 National Freedom Day or Independence Day, or the days designated by the University
62 to be observed as Juneteenth National Freedom Day or Independence Day.

63 7.3 A Reading Day shall immediately precede the first day of Final Examinations.

64 7.4 There shall be nine (9) 2-hour Final Examinations periods with four periods on the last
65 day.

EDUCATIONAL POLICY
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Appendix A

Total Final Examinations Per Day

	FRI	MON	TUES	WED	THU	FRI	TOTAL
FA 2021	463	524	350	276	217	112	1942
SP 2022	394	279	144	371	413	177	1778
FA 2022	369	359	436	372	210	132	1878
SP 2023	288	334	360	215	327	167	1691