

AGENDA
Executive Committee Meeting
CSUSM Academic Senate
Wednesday, January 27, 2016, 12:00 – 1:50 pm
Provost's Conference Room – KEL 5207

- I. Approval of Agenda
- II. Approval of Minutes – 12/9/15
- III. Chair's Report, [Deborah Kristan](#)
Referrals
 - APC: Final Exam Conflict Policy
 - FAC: Lecturer Inclusion Policy
 - FAC: Faculty Ethics Policy
- IV. Vice Chair's Report, [Michael McDuffie](#)
- V. Provost's Report, [Graham Oberem](#)
- VI. Vice Provost's Report, [Kamel Haddad](#)
- VII. Discussion Items
 - A. Provost Oberem: Feedback on University RTP Policy Revisions Regarding Service Credit and WPAF Review Cycle
 - B. APC: Revised Academic Calendar for 2016-17 and 2017-18 (attachment) **Page 2**
 - C. APC: Academic Calendar for 2018-19 through 2020-21 (2 attachments)
 - Calendar for 2018-19 through 2020-21 **Page 4**
 - View #2 – Calendar in Different View (in color) **Page 11**
 - D. Senate Chair: Meeting Dates/Times for Senate Standing Committees
 - E. Senate Chair: Process for Minor Changes to Policies
 - F. Senate Chair: Review of Committee Referrals/Anticipated Timelines for Spring 2016
 - G. Senate Chair: DRAFT EC/Senate Meeting Schedule – AY 16/17
- VIII. EC Member Concerns & Announcements

Next meeting: February 3, 2016, 12:00-1:00 p.m., Library Reading Room ~ KEL 5400

2016-2017 ACADEMIC CALENDAR

SUMMER 2016 Term

June 6 (Mon)	First day of classes for 10-week Summer classes and classes in first half-Summer block
July 4 (Mon)	Independence Day holiday — campus closed
July 9 (Sat)	Last day of classes for classes in first half-Summer block
July 11 (Mon)	First day of classes for classes in second half-Summer block
August 1 (Mon)	Initial Period for filing applications for Spring 2017 begins
August 13 (Sat)	Last day of classes for 10-week Summer classes and classes in second half-Summer block
August 18 (Thur)	Grades due from instructors; last day of Summer term

FALL 2016 Semester

August 23-26 (Tue-Fri)	Faculty pre-instruction activities
<i>To Be Determined</i>	Convocation for faculty and staff
August 29 (Mon)	First day of classes
September 5 (Mon)	Labor Day holiday — campus closed
October 1 (Sat)	Initial period for filing applications for Fall 2017 begins
October 21 (Fri)	Last day of class for first session of Fall half-semester classes*
October 22 (Sat)	First day of class for second session of Fall half-semester classes*
November 11 (Fri)	Veteran's Day – campus closed
November 24-25 (Thur-Fri)	Thanksgiving holiday – campus closed (No classes scheduled for Saturday, November 26)
December 10 (Sat)	Last day of classes
December 12-17 (Mon-Sat)	Final examinations
December 22 (Thur)	Grades due from instructors; last day of Fall semester
<i>To Be Determined</i>	Staff accumulated holidays – campus closed

SPRING 2017 Semester

January 18-20 (Wed-Fri)	Faculty pre-instruction activities
January 23 (Mon)	First day of classes
March 17 (Fri)	Last day of class for first session of Spring half-semester classes*
March 18 (Sat)	First day of class for second session of Spring half-semester classes*
March 20-25 (Mon-Sat)	Spring break
March 31 (Fri)	Cesar Chavez Day — campus closed
May 12 (Fri)	Last day of classes
May 13-18 (Sat-Fri)	Final examinations
May 19-20 (Fri-Sat)	Commencement
May 25 (Thur)	Grades due from instructors; last day of Spring semester

(Note: This calendar is not intended to be construed as an employee work calendar.)

**Some Fall and Spring semester classes meet in a half-semester term.*

2017-2018 ACADEMIC CALENDAR

SUMMER 2017 Term

June 5 (Mon)	First day of classes for 10-week Summer classes and classes in first half-Summer block
July 4 (Tue)	Independence Day holiday — campus closed
July 8 (Sat)	Last day of classes for classes in first half-Summer block
July 10 (Mon)	First day of classes for classes in second half-Summer block
August 1 (Tue)	Initial Period for filing applications for Spring 2018 begins
August 12 (Sat)	Last day of classes for 10-week Summer classes and classes in second half-Summer block
August 17 (Thur)	Grades due from instructors; last day of Summer term

FALL 2017 Semester

August 22-25 (Tue-Fri) <i>To Be Determined</i>	Faculty pre-instruction activities Convocation for faculty and staff
August 28 (Mon)	First day of classes
September 4 (Mon)	Labor Day holiday — campus closed
October 1 (Sun)	Initial period for filing applications for Fall 2018 begins
October 20 (Fri)	Last day of class for first session of Fall half-semester classes*
October 21 (Sat)	First day of class for second session of Fall half-semester classes*
November 10 (Fri)	Veteran's Day (observed) – campus closed (No classes scheduled for Saturday, November 11)
November 23-24 (Thur-Fri)	Thanksgiving holiday – campus closed (No classes scheduled for Saturday, November 25)
December 9 (Sat)	Last day of classes
December 11-16 (Mon-Sat)	Final examinations
December 21 (Thur)	Grades due from instructors; last day of Fall semester
<i>To Be Determined</i>	Staff accumulated holidays – campus closed

SPRING 2018 Semester

January 17-19 (Wed-Fri)	Faculty pre-instruction activities
January 22 (Mon)	First day of classes
March 16 (Fri)	Last day of class for first session of Spring half-semester classes*
March 17 (Sat)	First day of class for second session of Spring half-semester classes*
March 19-24 (Mon-Sat)	Spring break
March 30 (Fri)	Cesar Chavez Day (observed) — campus closed
May 11 (Fri)	Last day of classes
May 12- 18-17 (Sat- Fri Thur)	Final examinations
May 18-19 (Fri-Sat)	Commencement
May 24 (Thur)	Grades due from instructors; last day of Spring semester

(Note: This calendar is not intended to be construed as an employee work calendar.)

**Some Fall and Spring semester classes meet in a half-semester term.*

**APC Academic Calendar Assumptions
December 9, 2015**

APC presents the AY 2018-2021 calendars with the following assumptions and restrictions.

- **The Fall semester** begins on a Monday and contains fifteen weeks of instruction, but we lose four weekdays: Labor Day, Veterans Day, Thanksgiving Day, and the Friday after Thanksgiving Day. The exact dates are determined by working back from the last Wednesday or Thursday before December 24, and declaring that day to be the last day in the grading period. For most years, this last grading day will be a Thursday which gives a four-day grading period (Monday through Friday) with final exams ending the preceding Saturday; occasionally there will only be a three-day grading period (Monday through Wednesday). There are thus always **71 instructional days in the Fall**. Since the day of the week for Veterans Day changes from year to year, there is **no fixed pattern of MTWRF(Sa) frequencies**. For already approved 2014-15, 2015-16, 2016-17 and 2017-18 calendars, these were 14-14-15-14-14-(14), 14-15-14-14-14-(14), 14-15-15-14-13-(14) and 14-15-15-14-13-(13), respectively. **For the proposed 2018-19, 2019-20 and 2020-21 calendars, these will be 13-15-15-14-14-(14), 13-15-14-14-14-(14) and 14-15-14-14-14-(14)**, respectively. Saturday classes do not meet over Thanksgiving weekend or on November 11 if it is a Saturday.
- **The Spring semester** begins on either the Monday or Tuesday after Martin Luther King, Jr. Day. The exact dates are determined by setting the faculty preparation period to begin on the earliest Wednesday or Thursday that can be placed in the state February period (which can begin in January but be no longer than 45 calendar days). For most years, the first day will be a Wednesday which gives a three-day faculty preparation period (Wednesday through Friday); occasionally there will only be a two-day faculty preparation period. It effectively contains fifteen weeks of instruction, one complete week for Spring Break week, and one more holiday. The holiday is Martin Luther King, Jr. Day in years where instruction begins the Tuesday immediately following Martin Luther King, Jr. Day (in which case Spring Break is moved to the same week as Cesar Chavez Day), and it is Cesar Chavez Day in years where instruction begins Monday following Martin Luther King, Jr. Day (in which case Spring Break is moved up to the midpoint of the semester, the ninth week after the start of instruction). There are always a total of **74 instructional days** in the Spring. Since the “additional holiday” (besides Spring Break) is either Martin Luther King, Jr. Day (always a Monday) or Cesar Chavez Day which falls on different days of the week each year, there is **no fixed pattern of MTWRF(Sa) frequencies**. For already approved 2014-15, 2015-16, 2016-17 and 2017-18, these were 14-15-15-

15-15-(14), 15-15-15-14-15-(14), 15-15-15-15-14-(14) and 15-15-15-15-14-(14), respectively. The **MTWRF(Sa) frequency pattern for the proposed 2018-19, 2019-20 and 2020-21 calendars will be 14-15-15-15-15-(14), 14-15-15-15-15-(14) and 15-15-14-15-15-(14)**. Saturday classes meet on the weekend at the beginning of Spring Break, but not on the weekend at the end of Spring Break.

- **Together** the Fall and Spring semesters always contain **145 instructional days**, the minimum required number. There are usually fourteen Saturdays in the Fall and always 14 Saturdays in the Spring, but these are not officially counted as “instructional days,” since Saturday is not a typical class day.
- **Summer session** runs for **10 weeks**. The first day of instruction is a Monday at least one full week after grades are due for the Spring semester, and the last day of instruction is a Saturday at least one full week before the fall faculty preparation period. The MTWRF(Sa) frequency pattern varies from year to year depending on the location of Independence Day. Also, when the 4th of July is a Friday, there are no Saturday classes on July 5; this occurred in Summer 2014. For already approved 2014-15, 2015-16, 2016-17 and 2017-18, these were 10-10-10-10-9-(9), 10-10-10-10-9-(9), 9-10-10-10-10-(10) and 10-9-10-10-10-(10), respectively. **For the proposed Summers of 2018, 2019 and 2020 these will be 10-10-9-10-10-(10), 10-10-10-9-10-(10) and 10-10-10-10-9-(9)**, respectively. Note that in 2020, the 4th of July falls on a Saturday, so there will be classes on neither July 3 (Independence Day observed) nor July 4.
- **All grading for the Fall semester is completed before Winter Break**. There are either four days in this grading period (Monday through Thursday) unless December 25 falls on a Friday or Saturday, in which case the grading period is shortened to three days (Monday through Wednesday); this occurs in Fall 2020.
- **Final exams and grading**. There is an entire week set aside for final exams in the Fall semester; it runs Monday through Saturday. Final exams run from Saturday through Thursday in the Spring; there are no final exams on Friday (Commencement). The Saturdays of finals week count as academic work days (academic work days are instructional days, faculty preparation days, final exam days and grading days).
- There is a four-day (Tuesday through Friday) **faculty preparation period** the week before class start in the Fall; Convocation is held during this period. There is usually a three-day (Wednesday through Friday) faculty preparation period for the Spring semester; occasionally there are only two days (Thursday and Friday) in this preparation period – this shortening of the faculty preparation period occurs in Spring 2020.
- There is a four-day (Monday through Thursday, after Commencement weekend) **grading period** at the end of the Spring semester.

- There is **no instruction in the week before the Fall faculty preparation period**, and Summer session grades are due the Thursday of that week. This allows working days for grading, as Summer session classes end the preceding week. In most years, the rules for determining the positions of the Spring and Fall semesters leave twelve full weeks after the week in which Spring grades are due and the week with the fall Faculty Preparation period, and Summer Session is assigned to the middle ten weeks. In Summer 2020, there are 13 available weeks. Based on past practice (Summer 2015), APC has put the additional “free” week between the Summer Session and the Fall semester.
- There is **one full week of "processing time"** between the end of the Spring semester and the start of Summer session. At least this much time is necessary for Advising and EMS Operations/Registrar to act on Spring grades for disqualification, etc.
- **Determination of the halfway point of each term:** The first half-semester in the Fall and Spring semesters is the Friday of the eighth week; the second half-semester begins the next day (Saturday). The first five-week session in Summer concludes on a Saturday (or Thursday, if Independence Day falls on a Friday or Saturday) and the second five-week session begins on the following Monday.

Additional Comments:

- **Impact on Lecturer Benefits:** By delaying the start of the Spring semester, these calendars meet the Chancellor’s Office requirement for CSU San Marcos that the January pay-period be the fifth pay period of the Fall semester rather than the first pay-period of the Spring semester. This makes many lecturers eligible for an additional month of benefits (in January).
- **Alignment of Spring Break with Easter:** The Academic Senate asked the old APP to investigate this back in 1997-98, and APP concluded that there was too much variability in terms of when Easter Sunday falls. In the four years in question with this new set of calendars, Easter Sunday is observed:
 - April 21, 2019: This is the Sunday at the end of the second week following the proposed Spring Break (which occurs after 10 weeks of instruction).
 - April 12, 2020: This is the Sunday at the end of the week following the proposed Spring Break (which occurs after 10 weeks of instruction).
 - April 4, 2021: This is the Sunday at the end of the week following the proposed Spring Break (which occurs after 8 weeks of instruction).
- **Observance of Cesar Chavez Day.** The new calendars move Spring Break away from Cesar Chavez Day whenever this is possible.
 - If classes do not begin until the week after Martin Luther King, Jr. Day, then it is possible to remove a full week of classes (for Spring Break) and Cesar Chavez day from the Spring instructional days and still met the minimum requirement for total instructional days in the academic year.
 - If classes meet the week of Martin Luther King, Jr. Day and Spring Break were moved to any other week besides the week with Cesar Chavez Day,

then the calendar would be one instructional day short, and these calendars are already at the minimum. In those years, taking Spring Break in the week with Cesar Chavez Day effectively removes only four days of instruction from the week – because all CSU campuses are required to be closed in observance of Cesar Chavez Day; any other week would remove five days.

Note that the location of Spring Break will occasionally jump back and forth between the week after the eighth week of classes and the week after the tenth week of classes. In the four proposed calendars, there is the following pattern:

- Spring 2019: Spring Break contains Cesar Chavez Day and occurs after 10 weeks of instruction.
- Spring 2020: Spring Break contains Cesar Chavez Day and occurs after 10 weeks of instruction.
- Spring 2021: Cesar Chavez Day falls in the week after Spring Break, which occurs after 8 weeks of instruction.

AB 970. Assembly Bill 970 prohibits the CSU Board of Trustees from increasing mandatory systemwide fees within the 90 days prior to the start of the Fall semester (or quarter) at any CSU campus. One CSU campus was required to delay the start of its Fall 2013 semester in order to allow a 90-day interval between the May Board of Trustees meeting and its originally scheduled start. While the dates have not yet been set for Board of Trustees meetings in 2017 and beyond, it is very unlikely that the proposed calendars would need to be further adjusted as part of the CSU system complying with AB 970.

2018-2019 ACADEMIC CALENDAR

SUMMER 2018 Term

June 4 (Mon)	First day of classes for 10-week Summer classes and classes in first half-Summer block
July 4 (Wed)	Independence Day holiday — campus closed
July 7 (Sat)	Last day of classes for classes in first half-Summer block
July 9 (Mon)	First day of classes for classes in second half-Summer block
August 1 (Wed)	Initial Period for filing applications for Spring 2019 begins
August 11 (Sat)	Last day of classes for 10-week Summer classes and classes in second half-Summer block
August 16 (Thur)	Grades due from instructors; last day of Summer term

FALL 2018 Semester

August 21-24 (Tue-Fri)	Faculty pre-instruction activities
<i>To Be Determined</i>	Convocation for faculty and staff
August 27 (Mon)	First day of classes
September 3 (Mon)	Labor Day holiday — campus closed
October 1 (Mon)	Initial period for filing applications for Fall 2019 begins
October 19 (Fri)	Last day of class for first session of Fall half-semester classes*
October 20 (Sat)	First day of class for second session of Fall half-semester classes*
November 12 (Mon)	Veterans Day (observed) – campus closed
November 22-23 (Thur-Fri)	Thanksgiving holiday – campus closed (No classes scheduled for Saturday, November 24)
December 8 (Sat)	Last day of classes
December 10-15 (Mon-Sat)	Final examinations
December 20 (Thur)	Grades due from instructors; last day of Fall semester
<i>To Be Determined</i>	Staff accumulated holidays – campus closed

SPRING 2019 Semester

January 16-18 (Wed-Fri)	Faculty pre-instruction activities
January 21 (Mon)	Martin Luther King, Jr. Day — campus closed
January 22 (Tue)	First day of classes
March 15 (Fri)	Last day of class for first session of Spring half-semester classes*
March 16 (Sat)	First day of class for second session of Spring half-semester classes*
April 1-6 (Mon-Sat)	Spring break
April 1 (Mon)	Cesar Chavez Day (observed) — campus closed
May 10 (Fri)	Last day of classes
May 11-16 (Sat-Thur)	Final examinations
May 17-18 (Fri-Sat)	Commencement
May 23 (Thur)	Grades due from instructors; last day of Spring semester

(Note: This calendar is not intended to be construed as an employee work calendar.)

**Some Fall and Spring semester classes meet in a half-semester term.*

2019-2020 ACADEMIC CALENDAR

SUMMER 2019 Term

June 3 (Mon)	First day of classes for 10-week Summer classes and classes in first half-Summer block
July 4 (Thur)	Independence Day holiday — campus closed
July 6 (Sat)	Last day of classes for classes in first half-Summer block
July 8 (Mon)	First day of classes for classes in second half-Summer block
August 1 (Thur)	Initial Period for filing applications for Spring 2020 begins
August 10 (Sat)	Last day of classes for 10-week Summer classes and classes in second half-Summer block
August 15 (Thur)	Grades due from instructors; last day of Summer term

FALL 2019 Semester

August 20-23 (Tue-Fri)	Faculty pre-instruction activities
<i>To Be Determined</i>	Convocation for faculty and staff
August 26 (Mon)	First day of classes
September 2 (Mon)	Labor Day holiday — campus closed
October 1 (Tue)	Initial period for filing applications for Fall 2020 begins
October 18 (Fri)	Last day of class for first session of Fall half-semester classes*
October 19 (Sat)	First day of class for second session of Fall half-semester classes*
November 11 (Mon)	Veterans Day – campus closed
November 28-29 (Thur-Fri)	Thanksgiving holiday – campus closed (No classes scheduled for Saturday, November 30)
December 7 (Sat)	Last day of classes
December 9-14 (Mon-Sat)	Final examinations
December 19 (Thur)	Grades due from instructors; last day of Fall semester
<i>To Be Determined</i>	Staff accumulated holidays – campus closed

SPRING 2020 Semester

January 16-17 (Thur-Fri)	Faculty pre-instruction activities
January 20 (Mon)	Martin Luther King, Jr. Day — campus closed
January 21 (Tue)	First day of classes
March 13 (Fri)	Last day of class for first session of Spring half-semester classes*
March 14 (Sat)	First day of class for second session of Spring half-semester classes*
March 30-April 4 (Mon-Sat)	Spring break
March 31 (Tue)	Cesar Chavez Day — campus closed
May 8 (Fri)	Last day of classes
May 9-14 (Sat-Thur)	Final examinations
May 15-16 (Fri-Sat)	Commencement
May 21 (Thur)	Grades due from instructors; last day of Spring semester

(Note: This calendar is not intended to be construed as an employee work calendar.)

**Some Fall and Spring semester classes meet in a half-semester term.*

2020-2021 ACADEMIC CALENDAR

SUMMER 2020 Term

June 1 (Mon)	First day of classes for 10-week Summer classes and classes in first half-Summer block
July 2 (Thur)	Last day of classes for classes in first half-Summer block
July 3 (Fri)	Independence Day holiday (observed) — campus closed (No classes scheduled for Saturday, July 4)
July 6 (Mon)	First day of classes for classes in second half-Summer block
August 1 (Sat)	Initial Period for filing applications for Spring 2021 begins
August 8 (Sat)	Last day of classes for 10-week Summer classes and classes in second half-Summer block
August 13 (Thur)	Grades due from instructors; last day of Summer term

FALL 2020 Semester

August 25-28 (Tue-Fri)	Faculty pre-instruction activities
<i>To Be Determined</i>	Convocation for faculty and staff
August 31 (Mon)	First day of classes
September 7 (Mon)	Labor Day holiday — campus closed
October 1 (Thur)	Initial period for filing applications for Fall 2021 begins
October 23 (Fri)	Last day of class for first session of Fall half-semester classes*
October 24 (Sat)	First day of class for second session of Fall half-semester classes*
November 11 (Wed)	Veterans Day – campus closed
November 26-27 (Thur-Fri)	Thanksgiving holiday – campus closed (No classes scheduled for Saturday, November 28)
December 12 (Sat)	Last day of classes
December 14-19 (Mon-Sat)	Final examinations
December 23 (Wed)	Grades due from instructors; last day of Fall semester
<i>To Be Determined</i>	Staff accumulated holidays – campus closed

SPRING 2021 Semester

January 20-22 (Wed-Fri)	Faculty pre-instruction activities
January 25 (Mon)	First day of classes
March 19 (Fri)	Last day of class for first session of Spring half-semester classes*
March 20 (Sat)	First day of class for second session of Spring half-semester classes*
March 22-27 (Mon-Sat)	Spring break
March 31 (Wed)	Cesar Chavez Day — campus closed
May 14 (Fri)	Last day of classes
May 15-20 (Sat-Thur)	Final examinations
May 21-22 (Fri-Sat)	Commencement
May 27 (Thur)	Grades due from instructors; last day of Spring semester

(Note: This calendar is not intended to be construed as an employee work calendar.)

**Some Fall and Spring semester classes meet in a half-semester term.*

June 2017

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July 2017

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August 2017

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September 2017

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October 2017

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November 2017

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December 2017

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January 2018

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February 2018

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March 2018

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April 2018

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May 2018

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June 2018

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July 2018

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August 2018

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September 2018

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October 2018

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November 2018

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December 2018

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January 2019

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February 2019

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March 2019

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April 2019

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May 2019

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June 2019

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July 2019

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August 2019

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September 2019

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December 2019

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July 2020

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September 2020

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November 2020

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January 2021

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February 2021

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March 2021

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April 2021

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June 2021

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July 2021

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August 2021

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September 2021

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November 2021

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December 2021

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January 2022

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February 2022

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March 2022

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April 2022

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May 2022

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June 2022

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July 2022

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August 2022

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September 2022

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October 2022

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November 2022

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December 2022

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2016-2017 ACADEMIC CALENDAR

SUMMER 2016 Term

June 6 (Mon)	First day of classes for 10-week Summer classes and classes in first half-Summer block
July 4 (Mon)	Independence Day holiday — campus closed
July 9 (Sat)	Last day of classes for classes in first half-Summer block
July 11 (Mon)	First day of classes for classes in second half-Summer block
August 1 (Mon)	Initial Period for filing applications for Spring 2017 begins
August 13 (Sat)	Last day of classes for 10-week Summer classes and classes in second half-Summer block
August 18 (Thur)	Grades due from instructors; last day of Summer term

FALL 2016 Semester

August 23-26 (Tue-Fri)	Faculty pre-instruction activities
<i>To Be Determined</i>	Convocation for faculty and staff
August 29 (Mon)	First day of classes
September 5 (Mon)	Labor Day holiday — campus closed
October 1 (Sat)	Initial period for filing applications for Fall 2017 begins
October 21 (Fri)	Last day of class for first session of Fall half-semester classes*
October 22 (Sat)	First day of class for second session of Fall half-semester classes*
November 11 (Fri)	Veteran's Day – campus closed
November 24-25 (Thur-Fri)	Thanksgiving holiday – campus closed (No classes scheduled for Saturday, November 26)
December 10 (Sat)	Last day of classes
December 12-17 (Mon-Sat)	Final examinations
December 22 (Thur)	Grades due from instructors; last day of Fall semester
<i>To Be Determined</i>	Staff accumulated holidays – campus closed

SPRING 2017 Semester

January 18-20 (Wed-Fri)	Faculty pre-instruction activities
January 23 (Mon)	First day of classes
March 17 (Fri)	Last day of class for first session of Spring half-semester classes*
March 18 (Sat)	First day of class for second session of Spring half-semester classes*
March 20-25 (Mon-Sat)	Spring break
March 31 (Fri)	Cesar Chavez Day — campus closed
May 12 (Fri)	Last day of classes
May 13-18 (Sat-Fri)	Final examinations
May 19-20 (Fri-Sat)	Commencement
May 25 (Thur)	Grades due from instructors; last day of Spring semester

(Note: This calendar is not intended to be construed as an employee work calendar.)

**Some Fall and Spring semester classes meet in a half-semester term.*

2017-2018 ACADEMIC CALENDAR

SUMMER 2017 Term

June 5 (Mon)	First day of classes for 10-week Summer classes and classes in first half-Summer block
July 4 (Tue)	Independence Day holiday — campus closed
July 8 (Sat)	Last day of classes for classes in first half-Summer block
July 10 (Mon)	First day of classes for classes in second half-Summer block
August 1 (Tue)	Initial Period for filing applications for Spring 2018 begins
August 12 (Sat)	Last day of classes for 10-week Summer classes and classes in second half-Summer block
August 17 (Thur)	Grades due from instructors; last day of Summer term

FALL 2017 Semester

August 22-25 (Tue-Fri) <i>To Be Determined</i>	Faculty pre-instruction activities Convocation for faculty and staff
August 28 (Mon)	First day of classes
September 4 (Mon)	Labor Day holiday — campus closed
October 1 (Sun)	Initial period for filing applications for Fall 2018 begins
October 20 (Fri)	Last day of class for first session of Fall half-semester classes*
October 21 (Sat)	First day of class for second session of Fall half-semester classes*
November 10 (Fri)	Veteran's Day (observed) – campus closed (No classes scheduled for Saturday, November 11)
November 23-24 (Thur-Fri)	Thanksgiving holiday – campus closed (No classes scheduled for Saturday, November 25)
December 9 (Sat)	Last day of classes
December 11-16 (Mon-Sat)	Final examinations
December 21 (Thur)	Grades due from instructors; last day of Fall semester
<i>To Be Determined</i>	Staff accumulated holidays – campus closed

SPRING 2018 Semester

January 17-19 (Wed-Fri)	Faculty pre-instruction activities
January 22 (Mon)	First day of classes
March 16 (Fri)	Last day of class for first session of Spring half-semester classes*
March 17 (Sat)	First day of class for second session of Spring half-semester classes*
March 19-24 (Mon-Sat)	Spring break
March 30 (Fri)	Cesar Chavez Day (observed) — campus closed
May 11 (Fri)	Last day of classes
May 12- 18-17 (Sat- Fri Thur)	Final examinations
May 18-19 (Fri-Sat)	Commencement
May 24 (Thur)	Grades due from instructors; last day of Spring semester

(Note: This calendar is not intended to be construed as an employee work calendar.)

**Some Fall and Spring semester classes meet in a half-semester term.*

**APC Academic Calendar Assumptions
December 9, 2015**

APC presents the AY 2018-2021 calendars with the following assumptions and restrictions.

- **The Fall semester** begins on a Monday and contains fifteen weeks of instruction, but we lose four weekdays: Labor Day, Veterans Day, Thanksgiving Day, and the Friday after Thanksgiving Day. The exact dates are determined by working back from the last Wednesday or Thursday before December 24, and declaring that day to be the last day in the grading period. For most years, this last grading day will be a Thursday which gives a four-day grading period (Monday through Friday) with final exams ending the preceding Saturday; occasionally there will only be a three-day grading period (Monday through Wednesday). There are thus always **71 instructional days in the Fall**. Since the day of the week for Veterans Day changes from year to year, there is **no fixed pattern of MTWRF(Sa) frequencies**. For already approved 2014-15, 2015-16, 2016-17 and 2017-18 calendars, these were 14-14-15-14-14-(14), 14-15-14-14-14-(14), 14-15-15-14-13-(14) and 14-15-15-14-13-(13), respectively. **For the proposed 2018-19, 2019-20 and 2020-21 calendars, these will be 13-15-15-14-14-(14), 13-15-14-14-14-(14) and 14-15-14-14-14-(14)**, respectively. Saturday classes do not meet over Thanksgiving weekend or on November 11 if it is a Saturday.
- **The Spring semester** begins on either the Monday or Tuesday after Martin Luther King, Jr. Day. The exact dates are determined by setting the faculty preparation period to begin on the earliest Wednesday or Thursday that can be placed in the state February period (which can begin in January but be no longer than 45 calendar days). For most years, the first day will be a Wednesday which gives a three-day faculty preparation period (Wednesday through Friday); occasionally there will only be a two-day faculty preparation period. It effectively contains fifteen weeks of instruction, one complete week for Spring Break week, and one more holiday. The holiday is Martin Luther King, Jr. Day in years where instruction begins the Tuesday immediately following Martin Luther King, Jr. Day (in which case Spring Break is moved to the same week as Cesar Chavez Day), and it is Cesar Chavez Day in years where instruction begins Monday following Martin Luther King, Jr. Day (in which case Spring Break is moved up to the midpoint of the semester, the ninth week after the start of instruction). There are always a total of **74 instructional days** in the Spring. Since the “additional holiday” (besides Spring Break) is either Martin Luther King, Jr. Day (always a Monday) or Cesar Chavez Day which falls on different days of the week each year, there is **no fixed pattern of MTWRF(Sa) frequencies**. For already approved 2014-15, 2015-16, 2016-17 and 2017-18, these were 14-15-15-

15-15-(14), 15-15-15-14-15-(14), 15-15-15-15-14-(14) and 15-15-15-15-14-(14), respectively. The **MTWRF(Sa) frequency pattern for the proposed 2018-19, 2019-20 and 2020-21 calendars will be 14-15-15-15-15-(14), 14-15-15-15-15-(14) and 15-15-14-15-15-(14)**. Saturday classes meet on the weekend at the beginning of Spring Break, but not on the weekend at the end of Spring Break.

- **Together** the Fall and Spring semesters always contain **145 instructional days**, the minimum required number. There are usually fourteen Saturdays in the Fall and always 14 Saturdays in the Spring, but these are not officially counted as “instructional days,” since Saturday is not a typical class day.
- **Summer session** runs for **10 weeks**. The first day of instruction is a Monday at least one full week after grades are due for the Spring semester, and the last day of instruction is a Saturday at least one full week before the fall faculty preparation period. The MTWRF(Sa) frequency pattern varies from year to year depending on the location of Independence Day. Also, when the 4th of July is a Friday, there are no Saturday classes on July 5; this occurred in Summer 2014. For already approved 2014-15, 2015-16, 2016-17 and 2017-18, these were 10-10-10-10-9-(9), 10-10-10-10-9-(9), 9-10-10-10-10-(10) and 10-9-10-10-10-(10), respectively. **For the proposed Summers of 2018, 2019 and 2020 these will be 10-10-9-10-10-(10), 10-10-10-9-10-(10) and 10-10-10-10-9-(9)**, respectively. Note that in 2020, the 4th of July falls on a Saturday, so there will be classes on neither July 3 (Independence Day observed) nor July 4.
- **All grading for the Fall semester is completed before Winter Break**. There are either four days in this grading period (Monday through Thursday) unless December 25 falls on a Friday or Saturday, in which case the grading period is shortened to three days (Monday through Wednesday); this occurs in Fall 2020.
- **Final exams and grading**. There is an entire week set aside for final exams in the Fall semester; it runs Monday through Saturday. Final exams run from Saturday through Thursday in the Spring; there are no final exams on Friday (Commencement). The Saturdays of finals week count as academic work days (academic work days are instructional days, faculty preparation days, final exam days and grading days).
- There is a four-day (Tuesday through Friday) **faculty preparation period** the week before class start in the Fall; Convocation is held during this period. There is usually a three-day (Wednesday through Friday) faculty preparation period for the Spring semester; occasionally there are only two days (Thursday and Friday) in this preparation period – this shortening of the faculty preparation period occurs in Spring 2020.
- There is a four-day (Monday through Thursday, after Commencement weekend) **grading period** at the end of the Spring semester.

- There is **no instruction in the week before the Fall faculty preparation period**, and Summer session grades are due the Thursday of that week. This allows working days for grading, as Summer session classes end the preceding week. In most years, the rules for determining the positions of the Spring and Fall semesters leave twelve full weeks after the week in which Spring grades are due and the week with the fall Faculty Preparation period, and Summer Session is assigned to the middle ten weeks. In Summer 2020, there are 13 available weeks. Based on past practice (Summer 2015), APC has put the additional “free” week between the Summer Session and the Fall semester.
- There is **one full week of "processing time"** between the end of the Spring semester and the start of Summer session. At least this much time is necessary for Advising and EMS Operations/Registrar to act on Spring grades for disqualification, etc.
- **Determination of the halfway point of each term:** The first half-semester in the Fall and Spring semesters is the Friday of the eighth week; the second half-semester begins the next day (Saturday). The first five-week session in Summer concludes on a Saturday (or Thursday, if Independence Day falls on a Friday or Saturday) and the second five-week session begins on the following Monday.

Additional Comments:

- **Impact on Lecturer Benefits:** By delaying the start of the Spring semester, these calendars meet the Chancellor’s Office requirement for CSU San Marcos that the January pay-period be the fifth pay period of the Fall semester rather than the first pay-period of the Spring semester. This makes many lecturers eligible for an additional month of benefits (in January).
- **Alignment of Spring Break with Easter:** The Academic Senate asked the old APP to investigate this back in 1997-98, and APP concluded that there was too much variability in terms of when Easter Sunday falls. In the four years in question with this new set of calendars, Easter Sunday is observed:
 - April 21, 2019: This is the Sunday at the end of the second week following the proposed Spring Break (which occurs after 10 weeks of instruction).
 - April 12, 2020: This is the Sunday at the end of the week following the proposed Spring Break (which occurs after 10 weeks of instruction).
 - April 4, 2021: This is the Sunday at the end of the week following the proposed Spring Break (which occurs after 8 weeks of instruction).
- **Observance of Cesar Chavez Day.** The new calendars move Spring Break away from Cesar Chavez Day whenever this is possible.
 - If classes do not begin until the week after Martin Luther King, Jr. Day, then it is possible to remove a full week of classes (for Spring Break) and Cesar Chavez day from the Spring instructional days and still met the minimum requirement for total instructional days in the academic year.
 - If classes meet the week of Martin Luther King, Jr. Day and Spring Break were moved to any other week besides the week with Cesar Chavez Day,

then the calendar would be one instructional day short, and these calendars are already at the minimum. In those years, taking Spring Break in the week with Cesar Chavez Day effectively removes only four days of instruction from the week – because all CSU campuses are required to be closed in observance of Cesar Chavez Day; any other week would remove five days.

Note that the location of Spring Break will occasionally jump back and forth between the week after the eighth week of classes and the week after the tenth week of classes. In the four proposed calendars, there is the following pattern:

- Spring 2019: Spring Break contains Cesar Chavez Day and occurs after 10 weeks of instruction.
- Spring 2020: Spring Break contains Cesar Chavez Day and occurs after 10 weeks of instruction.
- Spring 2021: Cesar Chavez Day falls in the week after Spring Break, which occurs after 8 weeks of instruction.

AB 970. Assembly Bill 970 prohibits the CSU Board of Trustees from increasing mandatory systemwide fees within the 90 days prior to the start of the Fall semester (or quarter) at any CSU campus. One CSU campus was required to delay the start of its Fall 2013 semester in order to allow a 90-day interval between the May Board of Trustees meeting and its originally scheduled start. While the dates have not yet been set for Board of Trustees meetings in 2017 and beyond, it is very unlikely that the proposed calendars would need to be further adjusted as part of the CSU system complying with AB 970.

2018-2019 ACADEMIC CALENDAR

SUMMER 2018 Term

June 4 (Mon)	First day of classes for 10-week Summer classes and classes in first half-Summer block
July 4 (Wed)	Independence Day holiday — campus closed
July 7 (Sat)	Last day of classes for classes in first half-Summer block
July 9 (Mon)	First day of classes for classes in second half-Summer block
August 1 (Wed)	Initial Period for filing applications for Spring 2019 begins
August 11 (Sat)	Last day of classes for 10-week Summer classes and classes in second half-Summer block
August 16 (Thur)	Grades due from instructors; last day of Summer term

FALL 2018 Semester

August 21-24 (Tue-Fri)	Faculty pre-instruction activities
<i>To Be Determined</i>	Convocation for faculty and staff
August 27 (Mon)	First day of classes
September 3 (Mon)	Labor Day holiday — campus closed
October 1 (Mon)	Initial period for filing applications for Fall 2019 begins
October 19 (Fri)	Last day of class for first session of Fall half-semester classes*
October 20 (Sat)	First day of class for second session of Fall half-semester classes*
November 12 (Mon)	Veterans Day (observed) – campus closed
November 22-23 (Thur-Fri)	Thanksgiving holiday – campus closed (No classes scheduled for Saturday, November 24)
December 8 (Sat)	Last day of classes
December 10-15 (Mon-Sat)	Final examinations
December 20 (Thur)	Grades due from instructors; last day of Fall semester
<i>To Be Determined</i>	Staff accumulated holidays – campus closed

SPRING 2019 Semester

January 16-18 (Wed-Fri)	Faculty pre-instruction activities
January 21 (Mon)	Martin Luther King, Jr. Day — campus closed
January 22 (Tue)	First day of classes
March 15 (Fri)	Last day of class for first session of Spring half-semester classes*
March 16 (Sat)	First day of class for second session of Spring half-semester classes*
April 1-6 (Mon-Sat)	Spring break
April 1 (Mon)	Cesar Chavez Day (observed) — campus closed
May 10 (Fri)	Last day of classes
May 11-16 (Sat-Thur)	Final examinations
May 17-18 (Fri-Sat)	Commencement
May 23 (Thur)	Grades due from instructors; last day of Spring semester

(Note: This calendar is not intended to be construed as an employee work calendar.)

**Some Fall and Spring semester classes meet in a half-semester term.*

2019-2020 ACADEMIC CALENDAR

SUMMER 2019 Term

June 3 (Mon)	First day of classes for 10-week Summer classes and classes in first half-Summer block
July 4 (Thur)	Independence Day holiday — campus closed
July 6 (Sat)	Last day of classes for classes in first half-Summer block
July 8 (Mon)	First day of classes for classes in second half-Summer block
August 1 (Thur)	Initial Period for filing applications for Spring 2020 begins
August 10 (Sat)	Last day of classes for 10-week Summer classes and classes in second half-Summer block
August 15 (Thur)	Grades due from instructors; last day of Summer term

FALL 2019 Semester

August 20-23 (Tue-Fri)	Faculty pre-instruction activities
<i>To Be Determined</i>	Convocation for faculty and staff
August 26 (Mon)	First day of classes
September 2 (Mon)	Labor Day holiday — campus closed
October 1 (Tue)	Initial period for filing applications for Fall 2020 begins
October 18 (Fri)	Last day of class for first session of Fall half-semester classes*
October 19 (Sat)	First day of class for second session of Fall half-semester classes*
November 11 (Mon)	Veterans Day – campus closed
November 28-29 (Thur-Fri)	Thanksgiving holiday – campus closed (No classes scheduled for Saturday, November 30)
December 7 (Sat)	Last day of classes
December 9-14 (Mon-Sat)	Final examinations
December 19 (Thur)	Grades due from instructors; last day of Fall semester
<i>To Be Determined</i>	Staff accumulated holidays – campus closed

SPRING 2020 Semester

January 16-17 (Thur-Fri)	Faculty pre-instruction activities
January 20 (Mon)	Martin Luther King, Jr. Day — campus closed
January 21 (Tue)	First day of classes
March 13 (Fri)	Last day of class for first session of Spring half-semester classes*
March 14 (Sat)	First day of class for second session of Spring half-semester classes*
March 30-April 4 (Mon-Sat)	Spring break
March 31 (Tue)	Cesar Chavez Day — campus closed
May 8 (Fri)	Last day of classes
May 9-14 (Sat-Thur)	Final examinations
May 15-16 (Fri-Sat)	Commencement
May 21 (Thur)	Grades due from instructors; last day of Spring semester

(Note: This calendar is not intended to be construed as an employee work calendar.)

**Some Fall and Spring semester classes meet in a half-semester term.*

2020-2021 ACADEMIC CALENDAR

SUMMER 2020 Term

June 1 (Mon)	First day of classes for 10-week Summer classes and classes in first half-Summer block
July 2 (Thur)	Last day of classes for classes in first half-Summer block
July 3 (Fri)	Independence Day holiday (observed) — campus closed (No classes scheduled for Saturday, July 4)
July 6 (Mon)	First day of classes for classes in second half-Summer block
August 1 (Sat)	Initial Period for filing applications for Spring 2021 begins
August 8 (Sat)	Last day of classes for 10-week Summer classes and classes in second half-Summer block
August 13 (Thur)	Grades due from instructors; last day of Summer term

FALL 2020 Semester

August 25-28 (Tue-Fri) <i>To Be Determined</i>	Faculty pre-instruction activities Convocation for faculty and staff
August 31 (Mon)	First day of classes
September 7 (Mon)	Labor Day holiday — campus closed
October 1 (Thur)	Initial period for filing applications for Fall 2021 begins
October 23 (Fri)	Last day of class for first session of Fall half-semester classes*
October 24 (Sat)	First day of class for second session of Fall half-semester classes*
November 11 (Wed)	Veterans Day – campus closed
November 26-27 (Thur-Fri)	Thanksgiving holiday – campus closed (No classes scheduled for Saturday, November 28)
December 12 (Sat)	Last day of classes
December 14-19 (Mon-Sat)	Final examinations
December 23 (Wed) <i>To Be Determined</i>	Grades due from instructors; last day of Fall semester Staff accumulated holidays – campus closed

SPRING 2021 Semester

January 20-22 (Wed-Fri)	Faculty pre-instruction activities
January 25 (Mon)	First day of classes
March 19 (Fri)	Last day of class for first session of Spring half-semester classes*
March 20 (Sat)	First day of class for second session of Spring half-semester classes*
March 22-27 (Mon-Sat)	Spring break
March 31 (Wed)	Cesar Chavez Day — campus closed
May 14 (Fri)	Last day of classes
May 15-20 (Sat-Thur)	Final examinations
May 21-22 (Fri-Sat)	Commencement
May 27 (Thur)	Grades due from instructors; last day of Spring semester

(Note: This calendar is not intended to be construed as an employee work calendar.)

**Some Fall and Spring semester classes meet in a half-semester term.*

June 2017

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July 2017

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August 2017

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August 2021

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September 2021

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November 2021

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December 2021

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January 2022

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February 2022

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October 2022

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November 2022

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December 2022

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