MEMORANDUM
CALIFORNIA STATE UNIVERSITY, STANISLAUS

To: Dr. John W. Moore, President

Date: October 10, 1986

From: Reuben Torch
Vice President for Academic Affairs

Subject: Academic Calendar

The academic calendar has been the subject of extensive discussion among the deans and myself, and it is our unanimous recommendation that the semester calendar be adopted in lieu of the current 4-1-4 calendar or the proposed 12-6-12 calendar.

As you know, the calendar issue can be an emotional one, and proponents of the various calendars have issued arguments, sometimes in great detail, supportive of their positions. As we see it, the issue should be decided basically on the answers to the following questions -- which calendar best supports our institutional mission, our present and anticipated academic programs, academic aspirations, and our student body. For the following reasons, we believe that the semester calendar is the most appropriate one, even though the 4-1-4 calendar may have served us well in the past.

1. We believe that one of our most important missions is to become a regional university of quality. Inherent in the achievement of that mission is the expansion of curriculum and the development of additional professional schools and programs. It is important that all programs offered by the university be accommodated with minimum discomfort by the academic calendar. At the present time, several of our academic programs do not fit comfortably with the 4-1-4, and it is anticipated that the situation will be exacerbated as we develop additional curricula. It is our opinion that the semester calendar accommodates greater variety of curriculum than the other proposed calendars.

2. The semester calendar, by virtue of its greater length, allows for better pacing of the instructional experience, leading to an improved teaching and learning experience in many disciplines. This is especially important in areas such as fieldwork in education as well as in the sciences and in some disciplines in the arts.
3. One of the difficulties with the current 4-1-4 calendar has been our inability to manage it properly i.e. getting full participation of faculty and students. While it can be argued that this represents administrative failure, it is probably just as likely that our failures represent a lack of commitment on the part of the university community. This probably will also be true for the proposed 12-6-12 calendar. It is our belief that the semester calendar is easier to manage and requires less dedication for success.

4. We believe that the 4-1-4 calendar is inconsistent with our image as a public regional university. 4-1-4 calendars are exclusively associated with private, residential, liberal art colleges populated by full-time students. Even if managed properly, the 4-1-4 calendar would be entirely inconsistent with the reality of this institution and its student body.

Enclosed is an example of a semester calendar which we believe has some merit. It is submitted with the understanding that it does not embody perfection; and that it should be subjected to critical scrutiny. However, if the decision is made to implement a semester calendar for next year, we will not have the time for extended discussion, since scheduling, the catalog, and other matters demand knowledge of the calendar almost immediately. We believe the enclosed calendar is workable for the first year, and the imperfections could be remedied in the succeeding year.

Whatever the final decision, we believe it is highly desirable to resolve the calendar issue in time to commit ourselves to implementing the adopted calendar in the fall of 1987. Please be confident that the academic administrators will support and fully implement whatever calendar is chosen.

RT:tlc
Enclosure

cc: R. Alter
    J. Amrhein
    D. Ball
    C. Hanna
    C. H. Judson
    D. Mayer
REQUIREMENTS:

1. 170-180 Academic Work Days (Title V, CFA-CSU MOU)
2. 1 Semester unit = 750 instructional minutes (Title V)

PROPOSED CALENDAR ATTRIBUTES:

Class modules begin on the hour or half hour (increasing the number of available weekly modules).

Module length: MWF: 53 minutes (7 minutes between classes)  
TTh:  77 minutes (13 minutes between classes)

Instructional year: 30 weeks (Fall = 15 weeks; Spring = 15 weeks),  
147 instructional days.

Class meetings (3 unit courses):

Fall Semester:  
MWF classes meet 40 times + 2 hr. final (2240 minutes)  
TTh classes meet 28 times + 2 hr. final (2276 minutes)

Spring Semester:  
MWF classes meet 41 times + 2 hr. final (2293 minutes)  
TTh classes meet 28 times + 2 hr. final (2276 minutes)

Fall Semester Instruction begins after Labor day, and ends before Christmas.

Spring Semester Instruction begins February 1, and ends before Memorial Day.

A “Special Session” can be offered during January for appropriate courses (similar to that of Chico, Fullerton, San Francisco and others)

A minimum number of holidays has been reassigned.

10/9/86

The Academic Year

Sept. 1          Academic year begins
Sept. 1-4        Registration
Sept. 7          Labor Day Holiday
Sept. 8          Classes begin
Sept 8-18        Late registration
Oct. 12          Columbus Day Holiday
Nov. 26, 27      Thanksgiving Holidays
Dec. 14          Classes end
Dec. 15          Final Exams begin
Dec. 19          Final Exams end
Dec. 23,24,25    Christmas Holidays
Jan. 18          Martin Luther King Holiday
Jan. 25-29       Registration
Feb. 1           Classes begin
Feb. 1-12        Late registration
Feb. 15          Washington's Birthday Holiday
Apr. 11-15       Spring Vacation
May 13           Classes end
May 16           Final exams begin
May 20           Final Exams end
May 21           Commencement
May 27           Academic year ends

Holidays
(* = fixed by law or contract):

July 3  F  *Independance Day
Sept. 7 M  *Labor Day
Oct. 12 M  Columbus Day
Nov. 26 Th *Thanksgiving Day
Nov. 27 F  (in lieu of Lincoln's Birthday)
Dec. 23 W  (in lieu of Veterans' Day)
Dec. 24 Th  (in lieu of Admission Day)
Dec. 25 F  *Christmas
Jan. 1   F  *New Year's Day
Jan. 18 M  *Martin Luther King Day
Feb. 15 M  Washington's Birthday
May 30 M  Memorial Day

JULY

AUGUST

SEPTEMBER

OCTOBER

NOVEMBER

DECEMBER

JANUARY

FEBRUARY

MARCH

APRIL

MAY

JUNE

CLASS DAYS

HOLIDAYS

COMMENCEMENT

ACADEMIC WORK DAYS

FINAL EXAMS

10/6/66
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October 13, 1986

TO: Dr. Gary C. Shaw  
    Speaker of the Faculty

FROM: John W. Moore  
       President

SUBJECT: ACADEMIC CALENDAR

I am asking for the assistance of the Academic Senate in advising me on the matter of the academic calendar so that I might make a final decision by early November. As you know, this issue has challenged the campus continuously during the past few years and there now is a need to bring closure on the matter for the immediate future. To allow ambiguity and confusion regarding the academic calendar to continue is not in the best interest of the University.

Last year I appointed an Ad Hoc Committee on the Academic Calendar, chaired by Dr. Jacqueline B. Johnson. Attached is a copy of the committee's report for review by the Academic Senate.

As I review the committee's report it seems that the committee has concluded that the existing 4-1-4 calendar system is not currently serving the University well. The committee has recommended the implementation of an Enhanced Winter Term Calendar, the so-called 12-6-12 calendar. The committee further concluded that if the Enhanced Winter Term is not judged to be in the best interests of the University, then a traditional two semester system should be adopted.

I am forwarding the Ad Hoc Committee Report to the Academic Senate as an "information document". I do not expect the Academic Senate to take action, accepting or rejecting the entire report. The Academic Senate should, as a minimum, take formal action on the Ad Hoc Committee's primary recommendation, the implementation of the Enhanced Winter Term concept.

In addition, I am enclosing a recommendation that I have received from Dr. Reuben Torch, Vice President for Academic Affairs. Dr. Torch and the Academic Deans have strongly
recommended that an Early Semester Calendar be adopted.

It seems to me that the University has three calendar options currently under consideration, namely:

(1) the Enhanced Winter Term as described and recommended by the Ad Hoc Committee.

(2) the Early Semester System as recommended by the Vice President and Academic Deans, and as recommended by the Ad Hoc Committee as the acceptable alternative to the Enhanced Winter Term Calendar.

(3) the 4-1-4 Calendar with appropriate policy, program, and administrative changes that will insure its successful implementation.

I am asking the Academic Senate to discuss, debate, and take action on these calendar alternatives promptly so that I might have the advice of the Senate prior to making my decision early in November.

I am anxious to work with the Academic Senate and the academic administration in resolving this important issue. As we approach the problem together we need to consider which calendar option is in the best interests of the University from the standpoint of: (1) compatibility with the mission of the University as a regional university, (2) the needs of our diverse student body, (3) the quality of all of our educational programs, (4) the impact on enrollments and resources, and (5) administrative implications.

I am confident that together we will arrive at a sound decision even though I recognize that achieving a clear consensus on this issue may be difficult.

Thank you in advance for the assistance of the Academic Senate.

JWM: vs

Enclosures

December 12, 1986

Professor Gary Shaw
Speaker/Academic Senate
CSU Stanislaus
Turlock, CA 95380

Dear Gary:

Enclosed please find the Academic Senate resolution pertaining to the academic calendar. As I informed the Senate, I have approved and signed the resolution.

I will ask Vice President Torch to confer with the academic deans and appropriate faculty regarding the implementation of the resolution, effective the 1987-88 academic year. In addition, I will ask the Vice President to work with Dr. Settera, Chairman of the Education Policy committee, regarding Dr. Torch's proposals for enhancement of the Fall and Spring Semesters. In that regard I hope we can make appropriate decisions for implementation during the 1988-89 academic year.

In closing, I want to express my sincere appreciation to you and the Academic Senate for the manner in which this sensitive and important issue was handled.

Sincerely,

John W. Moore
President

cc: R. Torch
    G. Settera
    T. Barrett

Enclosure
WHEREAS: The 4-1-4 Academic Calendar was adopted to provide faculty opportunities for reasonable teaching loads (3-1-3) and educational innovation; and

WHEREAS: The 4-1-4 Academic Calendar as adopted required solely innovative educational opportunities during Winter Term; and

WHEREAS: Students and Faculty now prefer a mix of course offerings, to include not only innovative courses but also regular catalog courses (including general education); and

WHEREAS: Winter Term has functioned outside normal campus academic administration; and

WHEREAS: There now is a consensus that Winter Term should be treated, for all purposes of academic administration and accountability, like Fall and Spring Semesters; and

WHEREAS: Maintaining the 4-1-4 Academic Calendar has been the subject of debate and controversy on campus for several years; and

WHEREAS: This debate must be ended; therefore, be it

RESOLVED: The Academic Senate, C.S.U. Stanislaus, strongly endorses maintaining the current (4-1-4) Academic Calendar; and be it further

RESOLVED: That the Academic Senate approves the following recommendations for enhancing Winter Term:

Winter Term must be integrated into the regular functioning of the university. In particular, Winter Term needs to be viewed as an essential component of the full Academic Year, and needs to provide students, faculty, and staff with all the academic, cultural, social, and operational amenities available during the rest of the academic year. But Winter Term must continue to provide for a variety of enhanced educational experiences.

2) All academic departments, divisions, and programs are to participate in all terms of the Academic Year.

3) Regular catalogue courses (including general education) are encouraged during Winter Term. However, these courses should not be subjected to annual review by EPC. Scheduling of these courses in Winter Term should follow the same procedures used during the Fall and Spring semesters. Non-catalogue courses are also encouraged during Winter Term, but should continue to be reviewed annually by the appropriate EPC subcommittee.

4) There should be no further need for a specially appointed Director of Winter Term. Academic administrative functions during Winter Term should be the responsibility of the Vice President for Academic Affairs, as in the Fall and Spring. The Educational Policies Committee and Graduate Council should retain their responsibilities for curricular review.

5) All departments, divisions and programs will need to engage in careful review of their curriculum in order to adjust it to the context of the full Academic Year. Specifically, departments should identify courses which can be taught effectively during Winter Term, and sequences of courses which could be modified to take better advantage of the full Academic Year.