

Academic Calendar Length & Creation Process - Survey of Selected Kentucky Institutions

While SACS standards now refer to learning outcomes rather than seat time, the traditional seat time/cr. hr. model is still in use for conventional classes; i.e. 13-12.5 clock hr/semester cr. hr.

Example: 50 min. classes per a 17 wk term = 12.5 clock hr./1 cr.hr/15 wks instruction; 55 min. classes per a 16 wk term = 12.8 clock hr./1 cr.hr/14 wks instruction

School	# wks fall / spring	# wks summ	Calendar Process	Final Approver	Deadweek?	Class Meeting Patterns
EKU	17	12	For 2004-2009 calendar, Registrar created using guidelines provided by Provost.	President	Yes	MWF-50 min. TR-75 min. MW 3:30pm and later. MW anytime for B&T college only.
Centre	16	N/A	The Steering Committee of College Council reviews and adjusts as it wishes. The Registrar prepares based on recent practice. That calendar is forwarded to senior staff for "final" approval.	"Substantive" changes to the calendar must be approved by College Council, a representative governing body consisting of faculty, staff and students. "Substantive" is open to interpretation.	No	MWF - 60 min. T/R - 90 min.
KSU	17	8	Registrar creates proposed calendar which is then reviewed.	Catalog & Calendar Committee	NO -but there is a "Study Day" the Friday before finals	MWF-50 min TR-75 min MW pm only
Morehead	17	11	The Associate Registrar develops the calendars to be presented to the Registration Advisory Committee, Chaired by the Registrar. Once approved and edited the calendar goes to the Provost, Faculty Senate, then to the President's Council.	President	No	Flip Fridays: 5 class meetings/ 2wks - 60 min.
NKU	17	14	The calendar committee is chaired by the Vice President for Student Affairs; the committee is made up of several constituencies across campus including assistant/associate deans, department chairs, the housing director, graduate programs, a library representative, IT, business operations and auxiliary services, admissions, financial aid, bursar, etc...	President	No	MWF - 50 min. T/R - 75 min. M/W - 75 min.
U of L	16	13	Calendar is proposed by Registrar and approved by Deans at Provost's meeting.	Deans	No	MWF - 50 min. T/R - 75 min. M/W - 75 min.
UK	16	12	The Registrar's Office makes up the calendar, following the guidelines from the Senate.	University Senate	Yes*	3x/wk - 50 min. 2x/wk - 75 min.
WKU	16	13	Registrar creates the calendar which is reviewed by the University Calendar Committee, which Registrar chairs. It is comprised of a faculty rep from each college, in addition to the S.G.A. President and some staff members	The Calendar Committee makes recommendations to the Provost, who shares it with the President's Administrative Council for final review, but the Provost actually approves it.	No	MWF - 55 min. T/R - 80 min.

*UK Dead Week Info: 5.2.4.6 Dead Week [University Senate: 4/10/06]

A. The last week of instruction of a regular semester is termed "Dead Week." In the rest of these Rules, this term also refers to the last three days of instruction of a summer session and a summer term. B. In cases of "Take Home" final examinations, students shall not be required to return the completed examination before the regularly scheduled examination period for that course. C. No examinations, including final examination, except as enumerated in D, may be scheduled during the Dead Week. D. Only quizzes that are regularly scheduled at least as frequently as every other week and listed in the syllabus and all have equal weights will be allowed during the Dead Week. E. No project/lab practicals/paper/presentation deadline shall be scheduled to fall during the Dead Week unless it was scheduled in the syllabus. F. Make-up exams are allowed during Dead Week.

Academic Calendar Length & Creation Process - Survey of Selected Benchmark Institutions

School	# wks fall / spring		# wks summer	Calendar Process	Final Approver	Dead week	Class Meeting Patterns
Cal State Univ - Chico	17	15 weeks instruction, 1 week holidays, 1 week finals	10	Proposed by Catalog Committee, Managed by Catalog Editor	President	NO	MWF-50 min. TR-75 min. MW pm only.
Eastern Illinois University	17	15 weeks instruction, 1 week holidays, 1 week finals	12	Registrar's Office prepares and gives to Provost. He discusses with Faculty Senate, Council of Deans, and Council of Chairs.	President	No, at UG level no exams can be given during the last week of classes.	MWF 50 min. T/R 75 min.
Univ of Central MO	17	15 weeks instruction, 1 week holidays, 1 week finals	12	Proposed by Committee that is appointed out of the Provost Office.	Committee's Decision	NO	MWF-50 min. TR-75 min. MW pm only.
Univ of Southern Indiana	17	15 weeks instruction, 1 week holidays, 1 week finals	15	Registrar creates proposed calendar, then it is discussed and approved by VP Acad Affairs, VP Advance, and Registrar.	VP for Academic Affairs	NO	MWF-50 min. TR-75 min. MW pm only.
Western Carolina	17	15 weeks instruction, 1 week holidays, 1 week finals	9	Proposed by Calendar Committee that is compiled out of the Provost Office	Provost	No	MWF-50 min. TR-75 min.
Wichita State	17	15 weeks instruction, 1 week holidays, 1 week finals	8	Guidelines set by State of Kansas Board of Regents of earliest state and finish date. Must include 75 instructional days and 5 exam days.	Board of Regents	NO, but there is one "Study Day" the Friday before finals	MWF-50 min. TR-75 min.