

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

EP.21.003 Proposed Guiding Principles for Developing Academic Calendars to Replace the Current Synopsis of Policies Governing the Academic Calendar

**BACKGROUND**

The Senate Committee on Educational Policy is proposing Guiding Principles for Developing Academic Calendars to replace the current Synopsis of Policies Governing the Academic Calendar. Establishing Guiding Principles rather than a Policy would allow for anomalies to be addressed without violating the Policy.

The current Academic Calendar Policy does not include the Winter Session established by the Senate on April 3, 2017 by the approval of EP.17.58, Proposal to Establish a Formal Addition of Winter Session to the Illinois Academic Calendar Starting in 2017-2018 Academic Year. Subsequently, the Senate approved EP.17.90, Revision to Academic Calendars 2017-2018 through 2023-2024, which integrated Winter Session into the 2017-2018 through 2023-2024 Academic Calendars. EP.17.90 also established that each Winter Session will run at least 21 days, excluding holidays, regardless of the length of winter break and allowed Saturday exams in years with condensed time between Fall and Spring semesters to accommodate final grade submission and end-of-term processing. This proposal would establish these guidelines as part of the Guiding Principles for Developing Academic Calendars.

The current Academic Calendar Policy does not allow for classes to begin before August 22. This creates a condensed winter break/session some years which, as noted above, also creates a need for Saturday exams, shortened amount of time for grade submission and end-of-term processing, and fewer weekdays for Winter Session. Under the new Principles, the fall semester would not begin before the contract year, August 16. However, creating a flexible set of principles allows for anomalies to be addressed rather than knowingly needing to make exceptions to a rigid policy.

Examples of how the new Guiding Principles would change some Academic Calendars are included in Appendix B.

**RECOMMENDATION**

The Senate Committee on Educational Policy recommends approval of the following Guiding Principles for Developing Academic Calendars to replace the current Policies Governing the Academic Calendar (see Appendix A).

1 **GUIDING PRINCIPLES FOR DEVELOPING ACADEMIC CALENDARS**

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

7  
8 **General Policies for Fall and Spring Semesters**

- 9 1. There must be no fewer than 30 weeks of instruction during the combined fall and  
10 spring semesters. Neither the designated one-week break during each semester nor the  
11 final exam period count towards this 30-week minimum. (Department of Education  
12 requirement for Title IV funding eligibility)
- 13 2. Classes and other mandatory instructional activities shall not be held during the  
14 designated one-week break during each semester.
- 15 3. There should be as many unbroken weeks as possible to ensure a roughly even number  
16 of Mondays, Tuesdays, Wednesday, Thursdays, and Fridays in each semester.
- 17 4. A Reading Day shall immediately precede the first day of Final Examinations as defined  
18 in the Student Code.
- 19 5. There shall be 18 3-hour Final Examination periods scheduled, with 3 periods each day  
20 Monday through Friday, and none on Saturday or Sunday.

21  
22 **Fall Semester**

- 23 1. Classes shall not begin before August 16. The Academic Calendar must allow for  
24 graduate and teaching assistant training prior to the first day of the fall semester.
- 25 2. Classes and other mandatory instructional activities shall not be held on Labor Day.
- 26 3. Fall break week shall be the week in which the Thanksgiving holiday occurs.

27  
28  
29

30 **Spring Semester**

- 31 1. Classes and other mandatory instructional activities shall not be held on Martin Luther  
32 King Jr. Day.
- 33 2. Spring break week shall be determined based on consideration for partial term courses  
34 and associated deadlines.

35

36 **Winter Session**

- 37 1. Winter Session shall be offered between the fall and spring semesters.
- 38 2. Instruction shall consist of a minimum of 21 calendar days.
- 39 3. Classes and other mandatory instructional activities shall not be held on Christmas Day  
40 or New Year's Day.
- 41 4. Instruction shall end no later than the day prior to the first day of spring instruction.

42

43 **General Policies for Sumer Sessions**

- 44 1. Summer Session shall begin after Commencement.
- 45 2. Summer Sessions 1 and 2 combined shall not be less than 12 weeks.

46

47 **Summer Session 1**

- 48 1. Classes and other mandatory instructional activities shall not be held on Memorial Day.
- 49 2. Final Examinations shall be held during the final meeting of the class or on the day  
50 immediately following the final class meeting at the scheduled class meeting time.

51

52 **Summer Session 2**

- 53 1. Summer Session 2 shall begin no earlier than the Monday after the completion of  
54 Summer Session 1.
- 55 2. Classes and other mandatory instructional activities shall not be held on Independence  
56 Day or the day designed by the University to be observed as Independence Day.
- 57 3. A Reading Day shall immediately precede the first day of Final Examinations.
- 58 4. There shall be 9 2-hour Final Examination periods with 4 periods on the last day.

EDUCATIONAL POLICY

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## APPENDIX A

EP.05.29  
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### SYNOPSIS OF POLICIES GOVERNING THE ACADEMIC CALENDAR AT UIUC

#### Preface

While this document is the one that has been approved by the Senate, there are two accompanying documents: 1) the background to the proposed revisions to the Synopsis of Policies, and 2) the existing Synopsis.

#### Basic Pattern

The calendar is designed such that as long as the current pattern of academic holidays continues, calendars will have, in each regular semester, at least 72 instructional weekdays plus at least 13 Saturdays on which classes may be scheduled. In each semester classes are to meet on at least 14 Mondays, Tuesdays, Wednesdays, Thursdays, and Fridays. There are to be at least 13 unbroken instructional weeks (i.e., M-F).

This synopsis of policies will begin for the 2008-2009 academic year.

#### Policies

##### 1. General Policies for Fall and Spring Semesters

1.1 There shall be no fewer than 14 of each instructional day per semester and 13 weeks that have five full weeks of instruction (M-F).

1.2 A reading day shall immediately precede the first day of Final Examinations.

1.3 There shall be 18 3-hour Final Examination periods scheduled, with 3 periods each day and none on Saturday or Sunday.

##### 2. Fall Semester

2.1 Classes shall begin on Monday 13 weeks before Thanksgiving week. If this pattern causes classes to begin before August 22, then classes shall begin on Monday 12 weeks before Thanksgiving week.

2.2 Classes shall not be held on Labor Day or during the week in which Thanksgiving occurs.

2.3 Final Examinations shall end on Friday 3 weeks after Thanksgiving week. If classes begin on Monday 12 weeks before Thanksgiving week, then Final Examinations shall end on Friday 4 weeks after Thanksgiving week.

### 3. Spring Semester

3.1 Classes shall begin on Monday 8 weeks after Thanksgiving week. If Monday 8 weeks after Thanksgiving week is a holiday, then classes will begin on Tuesday 8 weeks after Thanksgiving week.

3.2 Classes shall not be held on Martin Luther King Day or during a Spring Vacation that will be scheduled for either the ninth or tenth week of the semester.

3.3 Final Examinations shall end on Friday of the 24th week after Thanksgiving week.

### 4. Summer Session 1

4.1 Classes shall begin on Monday 25 weeks after Thanksgiving week.

4.2 Classes shall not be held on Memorial Day.

4.3 There is not a designated reading day for Summer Session 1.

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

4.5 Final Examinations shall end on or before Saturday of the 28th week after Thanksgiving week.

### 5. Summer Session 2

5.1 Classes shall begin on Monday 29 weeks after Thanksgiving week.

5.2 Classes shall not be held on Independence Day.

5.3 A reading day shall immediately precede the first day of Final Examinations.

5.4 There shall be 9 2-hour Final Examination periods with 4 periods on the last day.

5.5 Final Examinations shall end on or before Saturday of the 36th week after Thanksgiving week.

Senate Committee on Educational Policy  
Abbas Aminmansour, Chair

## APPENDIX B

### Fall Semester 2023

		<b>CURRENT</b>	<b>PROPOSED</b>
Instruction begins	Monday	August 28	August 21
Labor Day (no classes)	Monday	September 4	<i>no change</i>
Thanksgiving Vacation Begins	Saturday	November 18, 1 pm	<i>no change</i>
Instruction Resumes	Monday	November 27, 7 am	<i>no change</i>
Instruction Ends	Wednesday	December 13	December 6
Reading Day	Thursday	December 14	December 7
Final Examinations Begin	Friday	December 15	December 8
Final Examinations to be conducted on	Saturday	December 16	N/A
Final Examinations End	Thursday	December 21	December 15

### Winter Session 2023-2024

Instruction Begins	Saturday	December 23	Monday, Dec 18
Christmas Day (no classes)	Monday	December 25	<i>no change</i>
New Year's Day (no classes)	Monday	January 1	<i>no change</i>
Final Examinations	Sunday	January 14	Friday, January 12

### Spring Semester 2024

M. L. King, Jr. Day (no classes)	Monday	January 15	<i>no change</i>
Instruction Begins	Tuesday	January 16	<i>no change</i>
Spring Vacation Begins	Saturday	March 9, 1 pm	<i>no change</i>
Instruction Resumes	Monday	March 18, 7 am	<i>no change</i>
Instruction Ends	Wednesday	May 1	<i>no change</i>
Reading Day	Thursday	May 2	<i>no change</i>
Final Examinations Begin	Friday	May 3	<i>no change</i>
Final Examinations End	Friday	May 10	<i>no change</i>
Commencement	Saturday	May 11	<i>no change</i>

### Summer Sessions 2024

#### SUMMER SESSION 1

Instruction Begins	Monday	May 13	<i>no change</i>
Memorial Day (no classes)	Monday	May 27	<i>no change</i>
Final Examinations	Final Class Day or Following Day		<i>no change</i>
Must End	Saturday	June 8	<i>no change</i>

#### SUMMER SESSION 2

Instruction Begins	Monday	June 10	<i>no change</i>
Independence Day (no classes)	Thursday	July 4	<i>no change</i>
Beginning of Second 4-Week of Instruction	Monday	July 8	<i>no change</i>
Instruction Ends	Thursday	August 1, 12 noon	<i>no change</i>
Reading Day	Thursday	August 1, 1 pm	<i>no change</i>
Final Examinations Begin	Friday	August 2	<i>no change</i>
Final Examinations End	Saturday	August 3	<i>no change</i>

**Fall Semester 2028**

		<b>CURRENT</b>	<b>PROPOSED</b>
Instruction begins	Monday	August 28	August 21
Labor Day (no classes)	Monday	September 4	no change
Thanksgiving Vacation Begins	Saturday	November 18, 1 pm	no change
Instruction Resumes	Monday	November 27, 7 am	no change
Instruction Ends	Wednesday	December 13	December 6
Reading Day	Thursday	December 14	December 7
Final Examinations Begin	Friday	December 15	December 8
Final Examinations to be conducted on	Saturday	December 16	N/A
Final Examinations End	Friday	December 22	December 15

**Winter Session 2028-2029**

Instruction Begins	Saturday	December 23	December 16
Christmas Day (no classes)	Monday	December 25	no change
New Year's Day (no classes)	Monday	January 1	no change
Final Examinations	Sunday	January 14	Friday, January 12

**Spring Semester 2029**

M. L. King, Jr. Day (no classes)	Monday	January 15	no change
Instruction Begins	Tuesday	January 16	no change
Spring Vacation Begins	Saturday	March 10, 1 pm	no change
Instruction Resumes	Monday	March 19, 7 am	no change
Instruction Ends	Wednesday	May 2	no change
Reading Day	Thursday	May 3	no change
Final Examinations Begin	Friday	May 4	no change
Final Examinations End	Friday	May 11	no change
Commencement	Saturday	May 12	no change

**Summer Sessions 2029****SUMMER SESSION 1**

Instruction Begins	Monday	May 14	no change
Memorial Day (no classes)	Monday	May 28	no change
Final Examinations	Final Class Day or Following Day		no change
Must End	Saturday	June 9	no change

**SUMMER SESSION 2**

Instruction Begins	Monday	June 11	no change
Independence Day (no classes)	Wednesday	July 4	no change
Beginning of Second 4-Week of Instruction	Monday	July 9	no change
Instruction Ends	Thursday	August 2, 12 noon	no change
Reading Day	Thursday	August 2, 1 pm	no change
Final Examinations Begin	Friday	August 3	no change
Final Examinations End	Saturday	August 4	no change



## Fall Semester 2029

		CURRENT	PROPOSED
Instruction begins	Monday	August 27	August 20
Labor Day (no classes)	Monday	September 3	no change
Thanksgiving Vacation Begins	Saturday	November 17, 1 pm	no change
Instruction Resumes	Monday	November 26, 7 am	no change
Instruction Ends	Wednesday	December 12	December 5
Reading Day	Thursday	December 13	December 6
Final Examinations Begin	Friday	December 14	December 7
Final Examinations to be conducted on	Saturday	December 15	N/A
Final Examinations End	Thursday	December 20	Friday, Dec 14

## Winter Session 2029-2030

Instruction Begins	Friday	December 21	Monday, Dec 17
Christmas Day (no classes)	Tuesday	December 25	no change
New Year's Day (no classes)	Tuesday	January 1	no change
Final Examinations	Saturday	January 12	Friday, January 11

## Spring Semester 2030

Instruction Begins	Monday	January 14	no change
M. L. King, Jr. Day (no classes)	Monday	January 21	no change
Spring Vacation Begins	Saturday	March 9, 1 pm	no change
Instruction Resumes	Monday	March 18, 7 am	no change
Instruction Ends	Wednesday	May 1	no change
Reading Day	Thursday	May 2	no change
Final Examinations Begin	Friday	May 3	no change
Final Examinations End	Friday	May 10	no change
Commencement	Saturday	May 11	no change

## Summer Sessions 2030

### SUMMER SESSION 1

Instruction Begins	Monday	May 13	no change
Memorial Day (no classes)	Monday	May 27	no change
Final Examinations	Final Class Day or Following Day		no change
Must End	Saturday	June 8	no change

### SUMMER SESSION 2

Instruction Begins	Monday	June 10	no change
Independence Day (no classes)	Tuesday	July 4	no change
Beginning of Second 4-Week of Instruction	Monday	July 8	no change
Instruction Ends	Thursday	August 1, 12 noon	no change
Reading Day	Thursday	August 1, 1 pm	no change
Final Examinations Begin	Friday	August 2	no change
Final Examinations End	Saturday	August 3	no change