



Student Success and Advising

UNIVERSITY OF CENTRAL FLORIDA

Office of the Associate Vice Provost

To: Dr. Joseph Harrington, Faculty Senate
From: Dr. Robin Back, Assistant Professor
Rosen College of Hospitality
Chair, Academic Calendar Committee

Dr. DeLaine Priest, Associate Vice Provost
Student Success and Advising
Academic Calendar Committee Administrator

Subject: 2020-2021 Academic Calendar Committee Annual Report
Academic Calendar 2023-2024

Date: April 23, 2021

Committee Overview:

The Academic Calendar Committee is a joint committee of the University of Central Florida's Faculty Senate. Joint committees are established and dissolved by the President; the Senate and the faculty are represented by members nominated by the Committee on Committees.

Committee Composition:

The Academic Calendar Committee consists of one faculty member from each academic unit selected by the Committee on Committees and one student nominated by the president of the Student Government. No more than two of the faculty members of the committee shall hold rank of Assistant Dean or higher. The Vice Provost for Student Learning and Academic Success (or designee) will serve as committee administrator and identify other ex officio members. The 2023-2024 Academic Calendar Committee composition consisted of 12 voting members and three ex-officio representatives.

Duties and Responsibilities of the Committee:

- a. Recommend the academic calendar and to ensure compliance with the rules and regulations of the State of Florida and the University Board of Trustees.
- b. Consider the impact of changes in the academic calendar on students and faculty.

Process:

The approval process for the Academic Calendar changed effective May 2019 and the new process is as follows: recommendations from the committee are forwarded to Dr. Tim Letzring, Senior Associate Provost for Academic Affairs, with final approval by the Provost and President. The calendar is shared with the Board of Trustees as an INFO item. Exceptions are forwarded to Board of Governors for final approval. Dr. Robin Back, served as Chair, Dr. Daniel Murphree served as Vice Chair, and Dr. DeLaine Priest as Committee Administrator.

Committee Actions:



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Two drafted versions of the 2023-24 Academic Calendar were proposed:

- Proposals A and B were presented to the committee
- **Proposal B was voted on and approved by the committee (see attached)**
- Proposal B recommended the Fall start date would commence August 21, 2023
- Last day of classes is December 2, 2023
- Last day of exams is December 9, 2023

Committee Discussion:

Dr. Back discussed the importance of the academic calendar alignment with Valencia College and the Downtown Campus.

1. Dr. Nora Warshawsky brought light to a possible error within proposal B where spring break is listed as March 4th to March 9th. Mr. Brian Boyd confirmed that it was an error and should be listed as March 18th through March 23rd.
2. Mr. Rob Gray inquired about possibly recognizing Spirit Splash as an academic/University holiday, as requested by the Student Government Association. Dr. Back and Dr. Priest suggested that Mr. Gray elevate this inquiry to Dr. Ehasz, the Provost, or the President, as the Academic Calendar Committee does not have the authority to establish University holidays. It is not within the authority of the committee.
3. Dr. Masahiro Ishigami provided feedback and shared a suggestion for the spring withdrawal date to be extended by a week to avoid collision with spring break. Mr. Boyd will follow up with the Registrar at Valencia regarding the withdrawal date of March 29, 2024.
4. Dr. Peggy Nuhn requested that a conversation be initiated with Seminole State College about also aligning their spring break. Dr. Priest and Mr. Boyd will follow up on this request

A motion was made by Dr. Nora Warshawsky to approve Proposal B. The motion was second by Dr. Masahiro Ishigami and was carried unanimously.

Respectfully submitted by:

Chair, Dr. Robin Back

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CC: Laurie Carroll
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