



UNIVERSITY OF CENTRAL FLORIDA

**Academic Calendar Committee
Meeting Minutes
October 27, 2020
9:00 a.m. – 10:00 a.m., Via Zoom**

Present

Robin Back (Chair)	Rosen College of Hospitality Management
DeLaine Priest (Ex officio)	Student Learning and Academic Success
Brian Boyd (Ex officio)	Student Learning and Academic Success
Mike McKee (Ex officio)	College of Optics and Photonics and College Council
Ahmad Elshennawy	College of Engineering and Computer Science
David Fukuda	College of Health Professions & Sciences
Rob Gray	Student Government
Masahiro Ishigami	College of Sciences
Peggy Nuhn	University Libraries
Olga Russell	College of Community Innovation and Education
Nora Warshawsky	College of Nursing
Sara Willox	College of Business Administration
Melissa Worley	College of Medicine

Unable to Attend

Demetrios Chistodoulides	College of Optics and Photonics
Daniel Murphree (Vice Chair)	College of Arts and Humanities

Guests

Kyla Andrews	Student Success and Advising
Teal Campbell	Student Success and Advising

The Academic Calendar Committee Chair, Dr. Robin Back, called the meeting to order and welcomed the committee. Dr. Back shared that the purpose of the meeting was to review two draft 2023-2024 academic calendar proposals (A and B) and to determine which proposal would be recommended for approval and forwarded to the Provost. Dr. Back explained the newly revised approval process for the Academic Calendar. The process requires a recommendation from the committee which is routed to the Provost for signature and then to the President for final authorization. The president's approval will allow the university to submit the annual Academic Calendar documents to the BOG

in March each year. Additionally, the Academic Calendar is submitted to the Board of Trustees (BOT) as an informational item.

Materials for the meeting were forwarded to the committee prior to the meeting for review. The committee discussed the two draft 2023-2024 proposed (A and B) calendars. Proposal A, fall 2023 term, would begin August 28th and end December 8th, inclusive of a student study day. Proposal B is more consistent with the previous University fall term start dates, in which the fall 2023 term would begin on August 21st and end on December 2nd with a study day. The spring 2024 term in both proposals begins on January 8th and ends on April 22nd. Dr. Back and Dr. Russell discussed the importance of aligning the academic calendar with Valencia College, especially in light of the shared Downtown Campus.

Committee Discussion:

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. 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 in 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 Masahiro Ishigami and was carried unanimously. **

*** The motion was amended to approve Proposal B with spring break dates of March 18th through March 23rd and withdrawal deadline moved to March 29th upon collaboration with Valencia College.*

Meeting adjourned: 9:35 a.m.

Respectfully submitted by: Dr. Robin Back
Dr. DeLaine Priest