
AGENDA ITEM SUMMARY

1. **NAME OF ITEM:** Academic Year Calendars
2. **INITIATED BY:** Richard L. Pattenaude, Chancellor
3. **BOARD INFORMATION:** X **BOARD ACTION:**
4. **BACKGROUND:**

In January of each year, the institutions of the University of Maine System present to the Board of Trustees their academic calendars. This year, as a result of the New Challenges, New Directions initiative, representatives from the faculty leadership of each university met to create the parameters for a common academic calendar.

The results of that work are the academic calendars for the years 2011-1012 and 2012-2013. Included with those calendars are the parameters used to create the academic calendars and the worksheet the universities used to submit their calendars. Initially, use of the common calendar structure will be a two-year pilot project; significant progress has been made to date. At the end of those two years, the Vice Chancellor for Academic Affairs will report on how effective the project has been in meeting its objectives.

Common Academic Calendar Draft Administrative Procedure

Section 302 Common Academic Calendar – Two-Year Pilot Program

Effective:

Date Revised:

In keeping with nationwide best practices and to assist multi-campus students, distance education students and faculty teaching at multiple campuses and sites, the University of Maine System has adopted a common academic calendar, based on the parameters below. The parameters provide a solid framework that brings structure to the system-wide academic calendar, while allowing a degree of flexibility for each individual institution to best serve its own students and pursue its unique mission.

Fall Semester

- The fall semester will start the Monday, Tuesday or Wednesday before Labor Day (when Labor Day is Sept 4-7), depending on the length and variability of student orientation. When Labor Day is Sept. 1-3, the fall semester will start on the Tuesday or Wednesday after the holiday
- Columbus Day/Canadian Thanksgiving – a one-to-three day fall break
- American Thanksgiving – a three-day break
- Veteran's Day – Each campus must observe Veteran's Day, but making it a day off is optional
- A minimum of 68 class days, not including the final exam period

Spring Semester

- Choice of start date
 - The Monday before Martin Luther King, Jr. holiday or
 - The Tuesday after Martin Luther King, Jr. holiday
- Choice of break schedule:
 - Two one-week breaks (the week of President's Day) and the week beginning with the tenth Monday after the Martin Luther King, Jr., holiday, or
 - One two-week break (the week of President's Day and the week after or the two-week period beginning with the ninth Monday after the Martin Luther King, Jr. holiday.
- A minimum of 68 class days, not including the final exam period

* "Calendar week" means including the week of President's Day

Procedures for Submission of Academic Calendars

Academic calendars shall be forwarded to the Chancellor for review and approval based on the given parameters. Calendars are submitted to the Board of Trustees for their review at their

April 2010

January meeting. Universities shall submit academic calendars in two-year increments. The Office of the Vice Chancellor will set the schedule for the submission of academic calendars and will notify universities of submission due dates.

Departure from an established calendar must be approved by the Chancellor.

Review

The Vice Chancellor for Academic Affairs, in collaboration with the Chief Academic Officers and the faculty leaders from each university, will conduct an annual review of the common calendar pilot program's performance, progress, and impact on faculty, students and staff.

2011-2012 University Calendar Submission

University: _____

Fall 2011

Labor Day: September 5

Orientation/Registration Dates: _____

First Day of Classes (Check One): August 29 _____ August 30 _____ August 31 _____

October Break/Columbus Day/Canadian Thanksgiving (Check One):
October 10 only _____ October 10 & 11 _____ October 10 - 12 _____

Veteran's Day (Classes Held): Yes _____ No _____

Thanksgiving Recess: November 23, 24 & 25

Last Day of Classes: _____

Number of Class Days (not including final exams): _____ (Must be 68 or more)

Reading Day (If Applicable): _____

Final Exam Period: _____ through _____

Winter Session (If Applicable): _____ through _____

Spring 2012

Martin Luther King Day: January 16

Orientation/Registration Dates: _____

First Day of Classes (Check One): January 9 _____ January 17 _____

President's Day: February 20

Breaks (Check One):

Two one-week breaks - February 20-24 & March 26-30

One two-week break - February 20-March 2 March 19-March 30 _____

Maine Day/University Day (If Applicable): _____

Last Day of Classes: _____

Number of Class Days (not including final exams): _____ (Must be 68 or more)

Reading Day (If Applicable): _____

Final Exam Period: _____ through _____

Commencement: _____ Convocation: _____

Summer Session (If Applicable): _____ through _____

(System-wide add/drop, withdrawal and financial action dates to be set later)

2012-2013 University Calendar Submission

University: _____

Fall 2012

Labor Day: September 3

Orientation/Registration Dates: _____

First Day of Classes (Check One): September 4 _____ September 5 _____

October Break/Columbus Day/Canadian Thanksgiving (Check One):
October 8 only _____ October 8 & 9 _____ October 8 - 10 _____

Veteran's Day (Classes Held): Yes _____ No _____

Thanksgiving Recess: November 21, 22 & 23

Last Day of Classes: _____

Number of Class Days (not including final exams): _____ (Must be 68 or more)

Reading Day (If Applicable): _____

Final Exam Period: _____ through _____

Winter Session (If Applicable): _____ through _____

Spring 2013

Martin Luther King Day: January 21

Orientation/Registration Dates: _____

First Day of Classes (Check One): January 14 _____ January 22 _____

President's Day: February 18

Breaks (Check One):

Two one-week breaks - February 18-22 & April 1-5 _____

One two-week break - February 18-March 1 _____ March 25-April 5 _____

Maine Day/University Day (If Applicable): _____

Last Day of Classes: _____

Number of Class Days (not including final exams): _____ (Must be 68 or more)

Reading Day (If Applicable): _____

Final Exam Period: _____ through _____

Commencement: _____ Convocation: _____

Summer Session (If Applicable): _____ through _____

(System-wide add/drop, withdrawal and financial action dates to be set later)



ACADEMIC CALENDARS 2011 - 2012

	UM	UMA	UMF	UMFK	UMM	UMPI	USM	LAW SCHOOL
FALL SEMESTER								
Orientation/Registration	-	08/22-08/23	08/29-08/30	08/26-08/28	08/26-08/28	-	-	08/24-08/26
Classes Begin*	08/29	08/29	08/31	08/29	08/29	08/29	08/29	08/29
Labor Day Holiday	09/05	09/05	09/05	09/05	09/05	09/05	09/05	09/05
Columbus Day/Fall Break	10/10-10/11	10/10-10/11	10/10	10/10-10/11	10/10-10/11	10/10-10/11	10/10-10/11	10/10
Veterans Day Holiday	-	11/11	-	11/11	11/11	11/11	11/11	11/11
Thanksgiving Recess	11/23-11/25	11/23-11/25	11/23-11/25	11/23-11/25	11/23-11/25	11/23-11/25	11/23-11/25	11/24-11/25
Classes End	12/09	12/17	12/09	12/10	12/10	12/09	12/09	12/02
Final Examination	12/12-12/16	12/12-12/17	12/12-12/15	12/12-12/16	12/12-12/15	12/12-12/15	12/12-12/16	12/08-12/17
Winter Session	-	-	12/26-01/13	12/26-01/13	12/27-01/13	-	12/19-01/13	-
SPRING SEMESTER								
Orientation/Registration	-	01/04-01/05	01/16	01/16	01/17	-	-	-
Classes Begin	01/09	01/09	01/17	01/17	01/18	01/17	01/17	01/17
Martin Luther King Day	01/16	01/16	-	-	-	-	-	-
Winter Break	-	02/20-02/24	02/20-02/24	02/20-02/24	02/20-02/24	02/20-02/24	02/20-02/24	-
President's Day Holiday	02/20	-	-	-	-	-	-	02/20
Spring Recess	02/27-03/09	03/26-03/30	03/26-03/30	03/26-03/30	03/26-03/30	03/26-03/30	03/26-03/30	03/05-03/09
Maine Day - UM; University Day - UMPI	04/25	-	-	-	-	04/11	-	-
Classes End	04/27	05/05	05/04	5/05	05/05	05/04	05/04	04/24
Final Examination	04/30-05/04	04/30-05/05	05/07-05/10	5/07-05/11	05/07-05/10	05/07-05/10	05/07-05/11	05/01-05/19
Commencement	05/05	05/12	05/12	05/12	05/12	05/12	05/12	05/19
Convocation	-	-	-	05/11	04/25 Honors	04/22	-	-
SUMMER SESSION								

Multiple sessions at each university from May 7 to August 30

January 2011

*Pending AFUM endorsement



ACADEMIC CALENDARS 2012 - 2013

	UM	UMA	UMF	UMFK	UMM	UMPI	USM	LAW SCHOOL
FALL SEMESTER								
Orientation/Registration	-	08/27-08/28	09/03-09/04	08/31-09/03	09/01-09/04	10/29-11/06	-	08/30-08/31
Classes Begin	09/04	09/04	09/05	09/04	09/05	09/04	09/04	09/04
Labor Day Holiday	09/03	09/03	09/03	09/03	09/03	09/03	09/03	09/03
Columbus Day/Fall Break	10/08-10/09	10/08	10/08	10/08-10/09	10/08-10/09	10/08-10/10	10/08-10/09	10/08
Veterans Day Holiday	-	-	11/11	11/11	-	-	11/11	-
Thanksgiving Recess	11/21-11/23	11/21-11/23	11/21-11/23	11/21-11/23	11/21-11/23	11/21-11/23	11/21-11/23	11/22-11/23
Classes End	12/14	12/22	12/14	12/15	12/15	12/14	12/14	12/06
Final Examination	12/17-12/21	12/17-12/22	12/17-12/20	12/17-12/21	12/17-12/20	12/17-12/20	12/17-12/21	12/12-12/21
Winter Session	-	-	12/27-01/18	12/31-01/18	12/31-01/18	-	12/24-01/11	-
SPRING SEMESTER								
Orientation/Registration	-	01/08-01/10	01/21	01/21	01/22	03/19-03/27	-	-
Classes Begin	01/14	01/14	01/22	01/22	01/23	01/22	01/14	01/14
Martin Luther King Day	01/21	01/21	-	-	-	-	01/21	01/21
Winter Break	-	02/18-02/22	02/18-02/22	02/18-02/22	02/18-02/22	02/18-02/22	02/18-02/22	-
President's Day Holiday	02/18	-	-	-	-	-	-	02/18
Spring Recess	03/04-03/15	04/01-04/05	04/01-04/05	04/01-04/05	04/01-04/05	04/01-04/05	03/25-03/29	03/04-03/08
Maine Day- UM; University Day - UMPI	04/24	-	-	-	-	04/10	-	-
Classes End	04/26	05/11	05/10	5/11	05/10	05/09	05/03	04/23
Final Examination	04/29-05/03	05/06-05/11	05/13-05/16	05/13-05/17	05/13-05/16	05/12-05/15	05/06-05/10	04/30-05/09
Commencement	05/04	05/11	05/18	05/18	05/18	05/17	05/11	05/18
Convocation	-	-	-	05/17	05/1	04/28	-	-
SUMMER SESSION								

Multiple sessions at each university from May 7 to August 30

January 2011