

EXECUTIVE SUMMARY

Item Name: Proposed Revision to ABOR Policy 2-401 “Academic Year Calendar” (First Reading)

Action Item Discussion Item Information Item

Issue: The Board is asked to review a proposed revision to Board Policy 2-401 that will delegate authority for approving the universities’ academic calendars to the Academic Affairs Committee.

Background

- According to ABOR Policy 2-401, Academic Year Calendar, the Board must approve the academic calendars for the universities, setting the beginning and end of each fall and spring semester.
- The practice has been for the universities to submit calendars for Board approval every five years, usually two years before the end of the five-year calendar.
- The universities report that it is increasingly difficult to plan during the years close to the renewal date and would benefit from a rolling five-year calendar.
- Therefore, the universities are requesting a process that would allow an annual update of the universities’ five year calendars.

Statutory/Policy Requirements

ABOR Policy 2-401, Academic Year Calendar

Discussion

- During the September 3, 2009 Academic Affairs Committee, the provosts asked about the possibility of submitting the academic calendars annually.
- The Committee supported the request but also suggested that the oversight of the academic calendar and an annual calendar setting process might be more appropriately handled by the Academic Affairs Committee.
- Chair DeConcini directed the Central Office staff and the universities to propose a policy change for the Committee’s consideration and recommendation to the Board that would delegate the authority to the Committee.

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Key Data/Findings

The proposed policy revision would replace “Board” with “Academic Affairs Committee” as shown on the following page.

Committee Review and Recommendation

The proposed revision to ABOR Policy 2-401, “Academic Year Calendar,” was reviewed by the Academic Affairs Committee at its November 5, 2009 meeting and is recommended for approval.

Recommendation

It is recommended that the Board review the proposed revisions to ABOR Policy 2-401, as presented in this Executive Summary.

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2-401 Academic Year Calendar

The ~~Board~~ ACADEMIC AFFAIRS COMMITTEE shall adopt academic year calendars setting the first day of instruction and the last day of final examinations for each university in the Arizona University System for the Fall and Spring semesters. The last day of the Fall semester must be no later than December 22. All variations from the approved dates must be authorized by the ~~Board~~ COMMITTEE at least one year in advance. Within the approved dates, each university may arrange its class and holiday schedule depending upon the needs of its students, local customs, and the requirements of Board Policy 2-206A, Definition of a Unit of Credit.