

Plymouth State University

FACULTY MEETING AGENDA

December 7, 2011

3:35 – 5:00 PM, Heritage Commons

- I. **Acceptance the draft minutes** of the November 2, 2011 meeting. Minutes are available online on the Faculty Governance blog. You will be required to log in to myPlymouth to view the minutes. The Faculty Governance Blog may be found at <http://www.plymouth.edu/committee/faculty/>

II. Reports

- A. Sara Jayne Steen, President
- B. Julie Bernier, Provost and Vice President for Academic Affairs

III. New Business

- A. Resolutions of the Standing Committees – None
- B. Motion (Liz Ahl, Academic Calendar Task Force): to endorse proposed modifications to the Academic Calendar (included below)

IV. Announcements

V. Adjourn

Task Force proposal 11/9/11

Fall semester:

1. Fall semester will be 16 weeks
2. The 16 weeks include finals week and the week of Thanksgiving
3. The 16th week will be finals week and will run Monday thru Friday
4. The Saturday and Sunday immediately preceding finals week will be Reading Days
5. The latest finals week can ever end is Friday December 22
6. The earliest finals week can ever end is Friday December 16
7. The first week of the semester is determined by counting back 16 weeks from finals week (include finals week and Thanksgiving week in the count)
8. Move in day will be the Monday of the first week, on most years this will be Labor Day
9. Registration and Fall Convocation will be on the Tuesday of the first week
10. Fall semester classes begin at 5:00pm on Tuesday of the first week
11. Classes will not be held on Labor Day when Labor Day falls in the second week of the semester
12. Classes will be held on Columbus Day
13. Veteran's Day will be celebrated as required by law, classes will not be held
14. Classes will not be held on the day before Thanksgiving

Spring Semester:

1. Spring semester will be 16 weeks
2. The 16 weeks include finals week and spring break week
3. The 16th week will be finals week and will run Monday thru Friday
4. The Saturday and Sunday immediately preceding finals week will be Reading Days
5. Commencement will be held on the Saturday following the Friday of finals week
6. The latest Commencement can ever be held is Saturday May 20
7. The earliest Commencement can ever be held is Saturday May 14
8. The first week of the semester is determined by counting back 16 weeks from finals week (include finals week and spring break in the count)
9. Spring semester orientation is held on the Friday prior to the first week of the semester
10. Spring semester will begin with a full day of classes on the Monday of the first week
11. Classes will not be held on Winter Carnival Day, which is held on the Wednesday before Presidents' Day is observed. Evening classes beginning after 5:00pm will be held on Winter Carnival Day
12. For spring break, count 7 full weeks from the beginning of the semester. Spring break begins at 3:20pm that Friday and goes through one full week, with classes resuming at 8:00am the following Monday

Winterim :

1. Winterim always begins after January 1st
2. No classes will be held on MLK, Jr. Day
3. Winterim will have no fewer than 14 class meeting days