

ANNUAL REPORT

University Standing Committee Registration, Records, and Calendar

Academic Year Covered by Report 2020-21

Date Report Submitted 6/29/2021

Report Submitted by Temple Walkowiak

Number of times committee met We met one time on Zoom, but the committee also reviewed non-standard start times via electronic documents, rather than gathering virtually.

RECOMMENDATIONS

Continue to explore options for names on diplomas for cases when a student wants their diploma to display a name other than their legal name. The committee understands that other group(s) on campus are exploring this recommendation.

Continue to utilize the perpetual calendar with the exam periods that were approved for the revised 2021-22 calendar, 2022-23, and 2023-24 (see details below).

SUMMARY OF DISCUSSION ITEMS/ACTIVITIES OF COMMITTEE

The committee met on September 1, 2020. The committee reviewed and approved the 2022-23 and 2023-24 academic calendars. The committee also discussed changes to the already published 2021-22 calendar. The main points of discussion related to having five-day rather than seven-day exam period as well as having a Juneteenth holiday. The committee also discussed the semester end dates and exam periods as it relates to implications for particular groups of students (e.g., international students) and the administrative processes that need to occur. The committee approved a five-day exam period, but requested to see the revisions to the already published 2021-22 calendar after the meeting. A revised draft of the 2021-22 calendar was sent to the committee members on September 18, 2020 and committee members were given the opportunity to provide feedback. Since the Academic Policy Committee oversees changes in academic policies, the calendar committee submitted their recommendation about the change to the exam period to that committee (who reviewed and approved the five-day exam period on October 6, 2020). The resulting calendars (revised 2020-21, 2021-22, and 2022-23) were submitted to Chancellor Woodson. All the calendars reflect the following components:

- Number of class days becomes 70, with 14 of each weekday
- Exam period becomes five days, with four sessions of two and one half hour exams each day and two reading days prior to the first day of exams
- The addition of Juneteenth as a student holiday with no classes to be held beginning Summer 2021
- Fall semester begins on Monday instead of Wednesday
- Fall Break shifts from Thursday/Friday to Monday/Tuesday to better align weekday counts

- Classes will not be held for summer 10-week courses during the two-day exam period for 5-week courses

The committee also discussed the option for students to have a name on their diploma other than their legal name to promote inclusivity. Staff from the registrar's office shared that options are being explored.

The committee participated in the review of requests for non-standard start times for spring 2020. This process occurred electronically via Google sheets where multiple committee members were assigned requests to review and provide comments or concerns. This activity occurred between October 2-8, 2020. All requests were reviewed by at least 2, but no more than 5 committee members.

RECOMMENDATION FOR REVISION OF CHARGE AND/OR MEMBERSHIP CONFIGURATION (if applicable)