



UNIVERSITY OF
MARYLAND
UNIVERSITY SENATE

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May 6, 2013

Michael Waldmann
4118 LaPlata Hall
University of Maryland
College Park, MD 20742

Dear Mr. Waldmann,

The Senate Executive Committee (SEC) examined your proposal, "University Calendar Year Adjustment (Senate Doc. No. 12-13-52)" at its meeting on April 19, 2013.

In carefully reviewing the proposal and discussing the University System of Maryland (USM) policies related to academic calendars, the SEC consulted the Policy on the Academic Calendar (III-5.00) (<http://www.usmh.usmd.edu/regents/bylaws/SectionIII/III500.html>) which states:

1. *All institutions of the University System of Maryland will follow a common academic calendar to assist student planning, facilitate joint and cooperative programs and appointments, simplify student and faculty movement among institutions, and facilitate use of distance education technologies throughout the System.*
2. *The common academic calendar will provide sufficient time for instruction and examinations as recommended by the Middle States Association and as stipulated by the Maryland Higher Education Commission. Within the common framework, each president shall be authorized to adjust class time to meet instructional needs.*
3. *The features of the common calendar will include:*
 - a. *A fall semester which begins before Labor Day, except in those calendar years when a start after Labor Day can also accommodate the requirements for class meeting time, interrupted by a recess for Thanksgiving. The final examination period will conclude on or before December 23.*
 - b. *A minimum of fourteen instructional days over a three-week period in January available for institutions to use for an academic winter session or, for those institutions which do not plan to offer coursework, an extended winter holiday.*

- c. *A spring semester interrupted by a one-week common spring break. The final examination period will conclude prior to Memorial Day.*

After careful consideration, the SEC agreed that there are many factors that are involved in developing the academic calendar, including working around potential religious conflicts, issues for students moving in and out of the dorms, and the guidelines provided in the USM policy. Therefore, the SEC voted against further consideration of your proposal.

Thank you for taking the time to craft a proposal for Senate consideration. Should you have any questions about the SEC's decision, please do not hesitate to contact, Reka Montfort at 301-405-5804.

Sincerely,

A handwritten signature in blue ink, appearing to read 'MNS', with a large, sweeping flourish underneath.

Martha Nell Smith
Chair

MNS/rm