



Deputy Provost (Student Life and Learning)
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TO: Senate
 FROM: Morton J. Mendelson, Deputy Provost (Student Life and Learning)
 SUBJECT: Calendar of Academic Dates 2014-15
 DATE: April 18, 2012
 DOCUMENT #: D11-59
 ACTION REQUIRED: INFORMATION APPROVAL/DECISION
 ISSUE: Calendar of Academic Dates for 2014-2015.

BACKGROUND & RATIONALE: The terms of reference for the Committee on Enrolment and Student Affairs (CESA) state:

The Committee shall review and recommend to Senate:

- x policies as they affect course timetabling, student records, and student affairs in general
- x principles regarding sessional dates and specific sessional dates for all faculties and for the Centre for Continuing Education, including the beginning of the academic year, holidays, and examinations

In line with its mandate, CESA recommends that Senate approve the Calendar of Academic Dates for 2014-2015 as outlined in Appendix A to Senate. The dates conform to the principles regarding sessional dates as approved at Senate on April 27, 2011.

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| MOTION OR RESOLUTION FOR APPROVAL: | Be it resolved that, on the recommendation of the Committee on Enrolment and Student Affairs, Senate approve the Calendar of Academic Dates 2014-2015 |
| PRIOR CONSULTATION: | Enrolment and Student Affairs Advisory Committee Committee on Enrolment and Student Affairs |
| NEXT STEPS: | N/A |
| APPENDICES: | Appendix A: Calendar of Academic Dates 2014-2015 |

Calendar of Academic Dates Proposal (2014-15)

At its meeting of April 27, 2011 Senate approved amendments to the “Guidelines Regarding the Setting of the University Calendar” which had last been updated in 2003. The Guidelines were reviewed by a work group struck to consider suggestions put forward regarding the duration of the academic year, and to consult with faculties and other administrative bodies about these and other suggestions affecting the structure of the academic year. The Guidelines, found on the University website at <http://www.mcgill.ca/importantdates/csaguidelines> indicate “Guidelines Regarding the Setting of the University Calendar of Academic Dates” include the following:

In the fall

1. There is a full 13-week term (equivalent to 39 contact hours for a 3-credit course). In the event that the schedule for a particular term does not permit 39 contact hours or that courses must be cancelled (on an election Monday, for example), Faculties shall have the discretion to determine how the missing hour(s) shall be made up.
2. A 10-day examination schedule can be provided, without weekends, but including Monday to Thursday evenings.
3. A one-day study break or a weekend separates the end of classes and beginning of examinations when possible.
4. The Fall term should be contained within the four months from September to December, with the exception of new student orientation activities at the end of August.

In the winter

1. There is a full 13-week term (equivalent to 39 contact hours for a 3-credit course). In the event that the schedule for a particular pattern does not permit 39 contact hours or that courses must be cancelled (on an election Monday, for example), Faculties shall have the discretion to determine how the missing hour(s) shall be made up.
2. A 10-day examination schedule can be provided, without weekends, but including Monday to Thursday evenings.
3. There is a Study Week, which will normally occur in the first week of March, where necessary including one or two days at the end of February.
4. There is a study day or weekend between the last day of scheduled classes and the first day of examinations when possible.
5. The Winter term should be contained within the four months from January to April.
6. Deferred and supplemental examinations for the Fall term may be held in May.

The implementation of the above guidelines should result in an academic year of no less than 130 teaching days with a significant (2 weeks or more) break between fall and winter terms.

Please find attached a proposal for 2014-15 and for your convenience, the key dates and a 2014-15 calendar.

| Year | Semester | Classes Start | Reading Week | Classes End | Exam Prep | Exams Begin | Exams End |
|------|----------|------------------|-----------------|----------------|--------------|----------------|--------------|
|------|----------|------------------|-----------------|----------------|--------------|----------------|--------------|

Calendar for September 2014–April 2015

September 2014

| Su | Mo | Tu | We | Th | Fr | Sa |
|----|----|----|----|----|----|----|
| | 1 | 2 | 3 | 4 | 5 | 6 |
| 7 | 8 | 9 | 10 | 11 | 12 | 13 |
| 14 | 15 | 16 | 17 | 18 | 19 | 20 |
| 21 | 22 | 23 | 24 | 25 | 26 | 27 |
| 28 | 29 | 30 | | | | |

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October 2014

| Su | Mo | Tu | We | Th | Fr | Sa |
|----|----|----|----|----|----|----|
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| 5 | 6 | 7 | 8 | 9 | 10 | 11 |
| 12 | 13 | 14 | 15 | 16 | 17 | 18 |
| 19 | 20 | 21 | 22 | 23 | 24 | 25 |
| 26 | 27 | 28 | 29 | 30 | 31 | |

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November 2014

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| 2 | 3 | 4 | 5 | 6 | 7 | 8 |
| 9 | 10 | 11 | 12 | 13 | 14 | 15 |
| 16 | 17 | 18 | 19 | 20 | 21 | 22 |
| 23 | 24 | 25 | 26 | 27 | 28 | 29 |
| 30 | | | | | | |

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December 2014

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| 14 | 15 | 16 | 17 | 18 | 19 | 20 |
| 21 | 22 | 23 | 24 | 25 | 26 | 27 |
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January 2015

| Su | Mo | Tu | We | Th | Fr | Sa |
|----|----|----|----|----|----|----|
| | | | | 1 | 2 | 3 |
| 4 | 5 | 6 | 7 | 8 | 9 | 10 |
| 11 | 12 | 13 | 14 | 15 | 16 | 17 |
| 18 | 19 | 20 | 21 | 22 | 23 | 24 |
| 25 | 26 | 27 | 28 | 29 | 30 | 31 |

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February 2015

| Su | Mo | Tu | We | Th | Fr | Sa |
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| | 1 | 2 | 3 | 4 | 5 | 6 |
| 7 | 8 | 9 | 10 | 11 | 12 | 13 |
| 14 | 15 | 16 | 17 | 18 | 19 | 20 |
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| 28 | | | | | | |

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March 2015

| Su | Mo | Tu | We | Th | Fr | Sa |
|----|----|----|----|----|----|----|
| 1 | 2 | 3 | 4 | 5 | 6 | |

April 2015

| Su | Mo | Tu | We | Th | Fr | Sa |
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|----|----|----|----|----|----|----|