THE FACULTY SENATE

October 17, 1996

Dr. Ray M. Bowen
President
Texas A&M University

Dear President Bowen:

At its regular meeting on October 14, 1996, the Faculty Senate approved the 1997-98 Academic Calendar and the 1998-99 Abbreviated Academic Calendar.

Enclosed for your information is a copy of the material sent to Senators. Please inform me of your decision on these recommendations.

Sincerely,

Steven M. Oberhelman
Speaker, 1996-97

Enclosure

pc:  Dr. Ronald G. Douglas, Executive Vice President & Provost
     Dr. Sallie V. Sheppard, Associate Provost, Undergraduate Programs & Academic Services

APPROVED

[Signature]

DATE

[Signature]  
10-31-96
9 September 1996

MEMORANDUM

TO: Dr. Steve Oberhelman
Speaker, The Faculty Senate


You have already received a copy from Dr. Sallie Sheppard of the Academic Calendar for 1997-98 and the abbreviated calendar for 1998-99. I just wanted to let you know that I have this topic on the APC agenda for Wednesday, 11 September 1996, for discussion.

I would like to call on you during the meeting for any comments you may wish to make on this topic as Speaker of The Faculty Senate.

Thank you for your advice and counsel which is always welcome.

Ronald G. Douglas
Executive Vice President
and Provost

RGD:pac

Attachment

cc: Dr. Ray M. Bowen
Dr. Sallie Sheppard

FACULTY SENATE
RECEIVED
Sep 11 1996

TEXAS A&M UNIVERSITY
MEMORANDUM

TO: Dr. Ron Douglas
    Executive Vice President and Provost

FROM: Dr. Sallie Sheppard
    Associate Provost for Undergraduate Programs
    and Academic Services

SUBJECT: Academic Calendar

Attached are the proposed academic calendar for 1997-98 and the abbreviated academic calendar for 1998-99. These calendars were prepared by the Registrar, Don Carter, following the guidelines jointly developed several years ago by representatives of the Faculty Senate, Student Government, Student Affairs, and Academic Affairs (graduate and undergraduate).

These proposed calendars have been approved by both GOC and AOC and are ready for consideration by APC and the Faculty Senate.

Note that the calendar for fall in 1997-98 does not allow 72 hours between the last exam and grades being due as required by an earlier Faculty Senate resolution. Because of the way Christmas falls on the calendar, twice every seven years it is not possible to both allow 72 hours and have grades processed and out before Christmas. The final exam schedule will be arranged so that the least popular class times have final exams on the last day so as to minimize the inconvenience to faculty.

If there are any questions please contact Don Carter or me. Thank you for your assistance.

SVS/cw
Attachments

cc: Dr. Steve Oberhelman, Speaker, Faculty Senate
    Mr. Don Carter
TEXAS A&M UNIVERSITY  
Proposed 1997-98 ACADEMIC CALENDAR  
Fall Semester 1997*  

August 27 - 29 Monday - Friday. Terminal registration for new students only.  
August 29 Friday. Last day to register for fall semester classes and pay fees.  
September 1 Monday. First day of fall semester classes.  
September 4 Thursday. Last day for dropping courses with no record.  
September 5 Friday. Last day for adding new courses for the fall semester.  
September 12 Friday. Last day to apply for all degrees to be awarded in December.  
October 20 Monday. Mid-semester grades due in Registrar's Office, 10 a.m.  
November 7 Friday. Last day for all students to drop courses with no penalty (Q-drop).  
  Last day to change Kinesiology 199 to S/U grade.  
  Last day to officially withdraw from the university.  
Nov. 17 - Dec. 5 Monday - Friday. Pre-registration for 1998 spring semester by classification.  
November 27 - 28 Thursday - Friday. Thanksgiving holiday.  
December 8 Monday. Redefined day; students attend their Friday classes. Dead day.  
December 9 Tuesday. Last day of fall semester classes. Redefined day; students attend their Thursday classes. Dead day.  
December 10 - 11 Wednesday - Thursday. Reading days, no classes.  
December 12, 15 - 17 Friday, Monday - Wednesday. Fall semester final examinations for all students.  
December 19** Friday. Final grades for all students due in Registrar's Office, 12 noon.  
December 19 Friday. Commencement, 2 p.m. and 7:30 p.m.  
December 20 Saturday. Commencement and Commissioning, 9 a.m.  

*These dates are subject to change.  

**Normally, final grades for all students are due in the Registrar's Office by 10 a.m., the Monday after commencement (Dec. 22). Since this is the day before the Christmas recess, we would not have sufficient time to receive the grades from the faculty, process grades and send reports to deans and students. We are requesting that for the 1997 fall semester, grades be submitted to the Registrar's Office by 12 noon, Friday, December 19. If approved, all processing will be completed on December 20 & 21 and reports, etc. will be available on Monday, December 22.
**Spring Semester 1998**

<table>
<thead>
<tr>
<th>Date Range</th>
<th>Event Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>January 15 - 16</td>
<td>Thursday - Friday. Terminal registration for new students only.</td>
</tr>
<tr>
<td>January 16</td>
<td>Friday. Last day to register for spring semester classes and pay fees.</td>
</tr>
<tr>
<td>January 20</td>
<td>Tuesday. First day of spring semester classes.</td>
</tr>
<tr>
<td>January 23</td>
<td>Friday. Last day for dropping courses with no record.</td>
</tr>
<tr>
<td>January 26</td>
<td>Monday. Last day for adding new courses for the spring semester.</td>
</tr>
<tr>
<td>January 30</td>
<td>Friday. Last day to apply for all degrees to be awarded in May.</td>
</tr>
<tr>
<td>March 9</td>
<td>Monday. Mid-semester grades due in Registrar's Office, 10 a.m.</td>
</tr>
<tr>
<td>March 16 - 20</td>
<td>Monday - Friday. Spring break.</td>
</tr>
<tr>
<td>April 6</td>
<td>Monday. Last day for all students to drop courses with no penalty (Q-drop).</td>
</tr>
<tr>
<td></td>
<td>Last day to change Kinesiology 199 to S/U grade.</td>
</tr>
<tr>
<td></td>
<td>Last day to officially withdraw from the university.</td>
</tr>
<tr>
<td>April 10</td>
<td>Friday. Reading day, no classes.</td>
</tr>
<tr>
<td>April 20 - May 6</td>
<td>Monday - Wednesday. Pre-registration for the 1998 first term, second term, 10-week summer semester and fall semester by classification.</td>
</tr>
<tr>
<td>May 4</td>
<td>Monday. Dead day.</td>
</tr>
<tr>
<td>May 5</td>
<td>Tuesday. Last day of spring semester classes. Redefined day; students attend their Friday classes. Dead day.</td>
</tr>
<tr>
<td>May 6 - 7</td>
<td>Wednesday - Thursday. Reading days, no classes.</td>
</tr>
<tr>
<td>May 8, 11 - 13</td>
<td>Friday, Monday - Wednesday. Spring semester final examinations for all students.</td>
</tr>
<tr>
<td>May 15</td>
<td>Friday. Commencement, 2 p.m. and 7:30 p.m.</td>
</tr>
<tr>
<td>May 16</td>
<td>Saturday. Commencement, 9 a.m. Commissioning, 1:30 p.m. and Final Review, 3:15 p.m.</td>
</tr>
<tr>
<td>May 18</td>
<td>Monday. Final grades for all students due in Registrar's Office, 10 a.m.</td>
</tr>
</tbody>
</table>

*These dates are subject to change.

Proposed 06/27/96 (OAR)
Summer Session 1998*

May 29  Friday. Open registration and drop/add for first term and 10-week semester by telephone and by terminal.

Last day to register for first term and 10-week semester and pay fees.

June 1  Monday. First day of first term and 10-week semester classes.

June 3  Wednesday. Last day for dropping courses with no record for the first term and 10-week semester.

June 4  Thursday. Last day for adding new courses for the first term and the 10-week semester.

June 5  Friday. Last day to apply for degrees to be awarded in August for students completing degree requirements in the first term.

June 19  Friday. Last day for all students to drop courses with no penalty for the first term (Q-drop). Last day to change Kinesiology 199 to S/U grade.

Last day to officially withdraw from the university for first term.

July 2  Thursday. Last day of first term classes.

July 3  Friday. Holiday - Independence Day.

July 6  Monday. First term final examinations. No 10-week semester classes.

Last day to register for the second term and pay fees.

July 7  Tuesday. First day of second term classes.

July 9  Thursday. Last day to drop courses with no record for the second term.

First term final grades due in Registrar’s Office, 10 a.m.

July 10  Friday. Last day for adding new courses for the second term.

Last day to apply for all degrees to be awarded in August for students completing degree requirements in the second term or 10-week semester.

July 21  Tuesday. Last day for all students to drop courses with no penalty for the 10-week semester (Q-drop). Last day to change Kinesiology 199 to S/U grade.

Last day to officially withdraw from the university for 10-week semester.

July 27  Monday. Last day for all students to drop courses with no penalty for the second term (Q-drop). Last day to change Kinesiology 199 to S/U grade.

Last day to officially withdraw from the university for second term.

August 7  Friday. Last day of second term and 10-week semester classes.

August 10-11  Monday - Tuesday. Second term and 10-week semester final examinations for all students.

August 13  Thursday. Grades for degree candidates due from departments, 12 noon, Room 112, Heaton Hall

August 14  Friday. Commencement, 7:30 p.m.

August 15  Saturday. Commencement and Commissioning, 9 a.m.

August 17  Monday. Final grades for second term and 10-week semester due in Registrar’s Office, 10 a.m.

*These dates are subject to change
PROPOSED, ABBREVIATED ACADEMIC CALENDAR, 1998-99

* FALL, 1998

August 31  Monday. First day of fall semester classes.
November 26-27  Thursday-Friday. Thanksgiving holiday.
December 8  Tuesday. Last day of fall semester classes.
December 9-10  Wednesday-Thursday. Reading days, no classes.
December 11, 14-16  Friday, Monday-Wednesday. Fall semester final examinations for all students.
December 18  Friday. Commencement, 2 p.m. and 7:30 p.m.
December 19  Saturday. Commencement and Commissioning, 9 a.m.
December 21  Monday. Final grades for all students due in Registrar’s Office, 12 noon.

* SPRING, 1999

January 19  Tuesday. First day of spring semester classes.
March 15-19  Monday - Friday. Spring break.
April 2  Friday. Reading day, no classes.
May 4  Tuesday. Last day of spring semester classes.
May 5-6  Wednesday-Thursday. Reading day, no classes.
May 7, 10-12  Friday, Monday - Wednesday. Spring semester final examinations for all students.
May 14  Friday. Commencement, 2 p.m. and 7:30 p.m.
May 15  Saturday. Commencement, 9 a.m., Commissioning, 1:30 p.m. and Final Review, 3:15 p.m.
May 17  Monday. Final grades for all students due in Registrar’s Office, 10 a.m.

* These dates are subject to change  Proposed 6/27/96
# SUMMER SESSION, 1999

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>May 31</td>
<td>Monday. First day of first term and 10-week semester classes.</td>
</tr>
<tr>
<td>July 1</td>
<td>Thursday. Last day of first term classes.</td>
</tr>
<tr>
<td>July 2</td>
<td>Friday. First term final examinations. No 10-week semester classes.</td>
</tr>
<tr>
<td>July 5</td>
<td>Monday. Independence Day holiday.</td>
</tr>
<tr>
<td>July 6</td>
<td>Tuesday. First day of second term classes.</td>
</tr>
<tr>
<td>July 9</td>
<td>Friday. First term final grades due in Registrar's Office, 10 a.m.</td>
</tr>
<tr>
<td>August 6</td>
<td>Friday. Last day of second term and 10 week semester classes.</td>
</tr>
<tr>
<td>August 9</td>
<td>Monday. Beginning of final examinations for the second term and 10-week semester.</td>
</tr>
<tr>
<td>August 10</td>
<td>Tuesday. Second term and 10 week semester examinations continue.</td>
</tr>
<tr>
<td>August 13</td>
<td>Friday. Commencement, 7:30 p.m.</td>
</tr>
<tr>
<td>August 14</td>
<td>Saturday. Commencement and Commissioning, 9 a.m.</td>
</tr>
<tr>
<td>August 16</td>
<td>Monday. Final grades for second term and 10 week semester due in Registrar's Office, 10 a.m.</td>
</tr>
</tbody>
</table>

* These dates are subject to change.  

Proposed 6/27/96
24 September 1996

MEMORANDUM

TO: Dr. Ray M. Bowen
President

SUBJECT: Academic Calendar for 1997-98 and Abbreviated Academic Calendar for 1998-99

Attached is the Academic Calendar for 1997-98 and the abbreviated Academic Calendar for 1998-99 that has been approved by GOC, AOC, and the Academic Program Council. Dr. Steve Oberhelman has a copy which will be reviewed and considered by The Faculty Senate. Unless you receive any negative response from The Faculty Senate on these two calendars, I ask that you approve them.

Ronald G. Douglas
Executive Vice President
and Provost

RGD:kky
Attachment

cc: Dr. Steve Oberhelman
Dr. Sallie Sheppard
Mr. Don Carter

FACULTY SENATE
RECEIVED
SEP 30 1996
MEMORANDUM

TO: Dr. Ron Douglas
   Executive Vice President and Provost

FROM: Dr. Sallie Sheppard
       Associate Provost for Undergraduate Programs
       and Academic Services

SUBJECT: Academic Calendar

Attached are the proposed academic calendar for 1997-98 and the abbreviated academic calendar for 1998-99. These calendars were prepared by the Registrar, Don Carter, following the guidelines jointly developed several years ago by representatives of the Faculty Senate, Student Government, Student Affairs, and Academic Affairs (graduate and undergraduate).

These proposed calendars have been approved by both GOC and AOC and are ready for consideration by APC and the Faculty Senate.

Note that the calendar for fall in 1997-98 does not allow 72 hours between the last exam and grades being due as required by an earlier Faculty Senate resolution. Because of the way Christmas falls on the calendar, twice every seven years it is not possible to both allow 72 hours and have grades processed and out before Christmas. The final exam schedule will be arranged so that the least popular class times have final exams on the last day so as to minimize the inconvenience to faculty.

If there are any questions please contact Don Carter or me. Thank you for your assistance.

SVS/ew
Attachments
cc: Dr. Steve Oberhelman, Speaker, Faculty Senate
    Mr. Don Carter
TEXAS A&M UNIVERSITY  
Proposed 1997-98 ACADEMIC CALENDAR  
Fall Semester 1997*

August 27 - 29  Wednesday - Friday. Terminal registration for new students only.
August 29  Friday. Last day to register for fall semester classes and pay fees.
September 1  Monday. First day of fall semester classes.
September 4  Thursday. Last day for dropping courses with no record.
September 5  Friday. Last day for adding new courses for the fall semester.
September 12  Friday. Last day to apply for all degrees to be awarded in December.
October 20  Monday. Mid-semester grades due in Registrar's Office, 10 a.m.
November 7  Friday. Last day for all students to drop courses with no penalty (Q-drop).
Last day to change Kinesiology 199 to S/U grade.
Last day to officially withdraw from the university.
Nov. 17 - Dec. 5  Monday - Friday. Pre-registration for 1998 spring semester by classification.
November 27 - 28  Thursday - Friday. Thanksgiving holiday.
December 8  Monday. Redefined day; students attend their Friday classes. Dead day.
December 9  Tuesday. Last day of fall semester classes. Redefined day; students attend their Thursday classes. Dead day.
December 10 - 11  Wednesday - Thursday. Reading days, no classes.
December 12, 15 - 17  Friday, Monday - Wednesday. Fall semester final examinations for all students.
December 19**  Friday. Final grades for all students due in Registrar's Office, 12 noon.
December 19  Friday. Commencement, 2 p.m. and 7:30 p.m.
December 20  Saturday. Commencement and Commissioning, 9 a.m.

*These dates are subject to change.  

**Normally, final grades for all students are due in the Registrar's Office by 10 a.m., the Monday after commencement (Dec. 22). Since this is the day before the Christmas recess, we would not have sufficient time to receive the grades from the faculty, process grades and send reports to deans and students. We are requesting that for the 1997 fall semester, grades be submitted to the Registrar's Office by 12 noon, Friday, December 19. If approved, all processing will be completed on December 20 & 21 and reports, etc. will be available on Monday, December 22.
## Spring Semester 1998*

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>January 15 - 16</td>
<td>Thursday - Friday. Terminal registration for new students only.</td>
</tr>
<tr>
<td>January 16</td>
<td>Friday. Last day to register for spring semester classes and pay fees.</td>
</tr>
<tr>
<td>January 20</td>
<td>Tuesday. First day of spring semester classes.</td>
</tr>
<tr>
<td>January 23</td>
<td>Friday. Last day for dropping courses with no record.</td>
</tr>
<tr>
<td>January 26</td>
<td>Monday. Last day for adding new courses for the spring semester.</td>
</tr>
<tr>
<td>January 30</td>
<td>Friday. Last day to apply for all degrees to be awarded in May.</td>
</tr>
<tr>
<td>March 9</td>
<td>Monday. Mid-semester grades due in Registrar’s Office, 10 a.m.</td>
</tr>
<tr>
<td>March 16 - 20</td>
<td>Monday - Friday. Spring break.</td>
</tr>
<tr>
<td>April 6</td>
<td>Monday. Last day for all students to drop courses with no penalty (Q-drop).</td>
</tr>
<tr>
<td></td>
<td>Last day to change Kinesiology 199 to S/U grade.</td>
</tr>
<tr>
<td></td>
<td>Last day to officially withdraw from the university.</td>
</tr>
<tr>
<td>April 10</td>
<td>Friday. Reading day, no classes.</td>
</tr>
<tr>
<td>April 20 - May 6</td>
<td>Monday - Wednesday. Pre-registration for the 1998 first term, second term, 10-week summer semester and fall semester by classification.</td>
</tr>
<tr>
<td>May 4</td>
<td>Monday. Dead day.</td>
</tr>
<tr>
<td>May 5</td>
<td>Tuesday. Last day of spring semester classes. Redefined day; students attend their Friday classes. Dead day.</td>
</tr>
<tr>
<td>May 6 - 7</td>
<td>Wednesday - Thursday. Reading days, no classes.</td>
</tr>
<tr>
<td>May 8, 11 - 13</td>
<td>Friday, Monday - Wednesday. Spring semester final examinations for all students.</td>
</tr>
<tr>
<td>May 15</td>
<td>Friday. Commencement, 2 p.m. and 7:30 p.m.</td>
</tr>
<tr>
<td>May 16</td>
<td>Saturday. Commencement, 9 a.m. Commissioning, 1:30 p.m. and Final Review, 3:15 p.m.</td>
</tr>
<tr>
<td>May 18</td>
<td>Monday. Final grades for all students due in Registrar’s Office, 10 a.m.</td>
</tr>
</tbody>
</table>

*These dates are subject to change.  
Proposed 06/27/96 (OAR)
**Summer Session 1998***

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>May 29</td>
<td>Friday. Open registration and drop/add for first term and 10-week semester by telephone and by terminal. Last day to register for first term and 10-week semester and pay fees.</td>
</tr>
<tr>
<td>June 1</td>
<td>Monday. First day of first term and 10-week semester classes.</td>
</tr>
<tr>
<td>June 3</td>
<td>Wednesday. Last day for dropping courses with no record for the first term and 10-week semester.</td>
</tr>
<tr>
<td>June 4</td>
<td>Thursday. Last day for adding new courses for the first term and the 10-week semester.</td>
</tr>
<tr>
<td>June 5</td>
<td>Friday. Last day to apply for degrees to be awarded in August for students completing degree requirements in the first term.</td>
</tr>
<tr>
<td>June 19</td>
<td>Friday. Last day for all students to drop courses with no penalty for the first term (Q-drop). Last day to change Kinesiology 199 to S/U grade. Last day to officially withdraw from the university for first term.</td>
</tr>
<tr>
<td>July 2</td>
<td>Thursday. Last day of first term classes.</td>
</tr>
<tr>
<td>July 3</td>
<td>Friday. Holiday - Independence Day.</td>
</tr>
<tr>
<td>July 6</td>
<td>Monday. First term final examinations. No 10-week semester classes.</td>
</tr>
<tr>
<td>July 7</td>
<td>Tuesday. First day of second term classes.</td>
</tr>
<tr>
<td>July 9</td>
<td>Thursday. Last day to drop courses with no record for the second term. First term final grades due in Registrar's Office, 10 a.m.</td>
</tr>
<tr>
<td>July 10</td>
<td>Friday. Last day for adding new courses for the second term.</td>
</tr>
<tr>
<td></td>
<td>Last day to apply for all degrees to be awarded in August for students completing degree requirements in the second term or 10-week semester.</td>
</tr>
<tr>
<td>July 21</td>
<td>Tuesday. Last day for all students to drop courses with no penalty for the 10-week semester (Q-drop). Last day to change Kinesiology 199 to S/U grade. Last day to officially withdraw from the university for 10-week semester.</td>
</tr>
<tr>
<td>July 27</td>
<td>Monday. Last day for all students to drop courses with no penalty for the second term (Q-drop). Last day to change Kinesiology 199 to S/U grade. Last day to officially withdraw from the university for second term.</td>
</tr>
<tr>
<td>August 7</td>
<td>Friday. Last day of second term and 10-week semester classes.</td>
</tr>
<tr>
<td>August 10-11</td>
<td>Monday - Tuesday. Second term and 10-week semester final examinations for all students.</td>
</tr>
<tr>
<td>August 13</td>
<td>Thursday. Grades for degree candidates due from departments, 12 noon, Room 112, Heaton Hall</td>
</tr>
<tr>
<td>August 14</td>
<td>Friday. Commencement, 7:30 p.m.</td>
</tr>
<tr>
<td>August 15</td>
<td>Saturday. Commencement and Commissioning, 9 a.m.</td>
</tr>
<tr>
<td>August 17</td>
<td>Monday. Final grades for second term and 10-week semester due in Registrar’s Office, 10 a.m.</td>
</tr>
</tbody>
</table>

*These dates are subject to change*
PROPOSED, ABBREVIATED ACADEMIC CALENDAR, 1998-99

FALL, 1998

August 31  Monday. First day of fall semester classes.
November 26-27 Thursday-Friday. Thanksgiving holiday.
December 8  Tuesday. Last day of fall semester classes.
December 9-10 Wednesday-Thursday. Reading days, no classes.
December 11, 14-16 Friday, Monday-Wednesday. Fall semester final examinations for all students.
December 18  Friday. Commencement, 2 p.m. and 7:30 p.m.
December 19  Saturday. Commencement and Commissioning, 9 a.m.
December 21  Monday. Final grades for all students due in Registrar’s Office, 12 noon.

SPRING, 1999

January 19  Tuesday. First day of spring semester classes.
March 15-19 Monday - Friday. Spring break.
April 2  Friday. Reading day, no classes.
May 4  Tuesday. Last day of spring semester classes.
May 5-6  Wednesday-Thursday. Reading day, no classes.
May 7, 10-12  Friday, Monday - Wednesday. Spring semester final examinations for all students.
May 14  Friday. Commencement, 2 p.m. and 7:30 p.m.
May 15  Saturday. Commencement, 9 a.m., Commissioning, 1:30 p.m. and Final Review, 3:15 p.m.
May 17  Monday. Final grades for all students due in Registrar’s Office, 10 a.m.

* These dates are subject to change
* SUMMER SESSION, 1999

May 31  Monday. First day of first term and 10-week semester classes.
July 1   Thursday. Last day of first term classes.
July 2   Friday. First term final examinations. No 10-week semester classes.
July 5   Monday. Independence Day holiday.
July 6   Tuesday. First day of second term classes.
July 9   Friday. First term final grades due in Registrar's Office, 10 a.m.
August 6 Friday. Last day of second term and 10 week semester classes.
August 9 Monday. Beginning of final examinations for the second term and 10-week semester.
August 10 Tuesday. Second term and 10 week semester examinations continue.
August 13 Friday. Commencement, 7:30 p.m.
August 14 Saturday. Commencement and Commissioning, 9 a.m.
August 16 Monday. Final grades for second term and 10 week semester due in Registrar’s Office, 10 a.m.

* These dates are subject to change.  Proposed 6/27/96