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

Dear President Bowen:  

At its regular monthly meeting held December 9, 1997 the Faculty Senate approved the Academic Calendar for 1998-99 and the abbreviated Academic Calendar for 1999-2000.  

However, this approval did not come without considerable debate. At issue was the fact that once again the proposed calendar for Fall 1998 does not allow faculty members the minimum of 72 hours from the last final exam time to the time due for final grades to be reported to the Registrar. (This is in violation of a resolution approved by the Faculty Senate some years ago and signed by the then President.)  

The debated was resolved by the Senate approved the following resolution:  

Whereas, the proposed Fall 1998 Academic Calendar does not allow 72 hours between the completion of final examinations (Wednesday) and the submission of final grades (Friday), and  

Whereas, the short deadline is a consequence of the winter faculty/staff holidays beginning on the following Monday and running for two solid weeks; and  

Whereas, the short deadline may prevent many faculty from administering the most appropriate final examinations to their students;  

Therefore Be It Resolved that the Speaker of the Faculty Senate shall work with the Administration and Registrar to attempt to arrange a revised schedule for Fall 1998 which allows adequate time for preparation of grades; and  

Be It Further Resolved that future holiday schedules be designed with faculty input and with due consideration to the importance of accurate and fair grades for students.
President Ray M. Bowen  
December 9, 1997

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

Sincerely,

[Signature]

Wayne E. Wylie  
Speaker, 1997-98

Enclosure

pc:  Dr. Ronald G. Douglas, Executive Vice President & Provost  
    Dr. Sallie V. Sheppard, Associate Provost for Undergraduate Programs & Academic Services  
    Mr. Donald D. Carter, Registrar, Admissions & Records

APPROVED

__________________________________________  DATE

__________________________________________

__________________________________________
MEMORANDUM

TO: Dr. Ron Douglas
   Executive Vice President and Provost

SUBJECT: Academic Calendar

Attached are the proposed academic calendar for 1998-99 and the abbreviated academic calendar for 1999-2000. 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 1998-99 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, three times out of 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.

Sallie V. Sheppard
Associate Provost for Undergraduate Programs
and Academic Services

FACULTY SENATE
RECEIVED
SEP 29 1997

TEXAS A&M UNIVERSITY

SVS/cw
Attachments
c: Dr. Wayne Wiley, Speaker, Faculty Senate
   Mr. Don Carter
TEXAS A&M UNIVERSITY
Proposed 1998-99 ACADEMIC CALENDAR
Fall Semester 1998*

August 26 - 28  Wednesday - Friday. Terminal registration for new students only.
August 28      Friday. Last day to register for fall semester classes and pay fees.
August 31      Monday. First day of fall semester classes.
September 3    Thursday. Last day for dropping courses with no record.
September 4    Friday. Last day for adding new courses for the fall semester.
September 11   Friday. Last day to apply for all degrees to be awarded in December.
October 19     Monday. Mid-semester grades due in Registrar’s Office, 10 a.m.
November 6     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. 15 - Dec. 9  Sunday - Wednesday. Pre-registration for 1999 spring semester by classification.
November 24    Tuesday. Bonfire, 8:00 p.m.
November 26 - 27 Thursday - Friday. Thanksgiving holiday.
December 7     Monday. Redefined day; students attend their Friday classes. Dead day.
December 8     Tuesday. Last day of fall semester classes. Redefined day; students attend their
               Thursday classes. Dead day.
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. Final grades for all students due in Registrar’s Office, 12 noon.
December 18    Friday. Commencement, 2 p.m. and 7:30 p.m.
December 19    Saturday. Commencement and Commissioning, 9 a.m.
December 21 - Jan 1 Monday - Friday. Faculty and Staff holiday.

*All dates and times are subject to change. Proposed 8/6/97 (OAR)

** Normally, final grades for all students are due in the Registrar's Office on the Monday after commencement (Dec. 21). Since this is the beginning of the holiday recess, we are requesting that for the 1998 fall semester, grades be submitted to the Registrar's Office by 12 noon, Friday, December 18. If approved, all processing will be completed on December 19 & 20 and reports, etc. will be available on Sunday, December 20.
Spring Semester 1999*

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
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<tbody>
<tr>
<td>January 14 - 15</td>
<td>Thursday - Friday. Terminal registration for new students only.</td>
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<tr>
<td>January 15</td>
<td>Friday. Last day to register for spring semester classes and pay fees.</td>
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<tr>
<td>January 19</td>
<td>Tuesday. First day of spring semester classes.</td>
</tr>
<tr>
<td>January 22</td>
<td>Friday. Last day for dropping courses with no record.</td>
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<tr>
<td>January 25</td>
<td>Monday. Last day for adding new courses for the spring semester.</td>
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<tr>
<td>January 29</td>
<td>Friday. Last day to apply for all degrees to be awarded in May.</td>
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<tr>
<td>March 8</td>
<td>Monday. Mid-semester grades due in Registrar’s Office, 10 a.m.</td>
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<tr>
<td>March 15 - 19</td>
<td>Monday - Friday. Spring break.</td>
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<tr>
<td>March 18 - 19</td>
<td>Thursday - Friday. Faculty and staff holiday.</td>
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<tr>
<td>April 2</td>
<td>Friday. Reading day, no classes.</td>
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<tr>
<td>April 6</td>
<td>Tuesday. 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.</td>
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<tr>
<td>April 18 - May 7</td>
<td>Sunday - Friday. Pre-registration for the 1999 first term, second term, 10-week summer semester and fall semester by classification.</td>
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<tr>
<td>April 21</td>
<td>Wednesday. Muster. Campus ceremony 7:00 p. m.</td>
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<tr>
<td>May 3</td>
<td>Monday. Dead day.</td>
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<tr>
<td>May 4</td>
<td>Tuesday. Last day of spring semester classes. Redefined day; students attend their Friday classes. Dead day.</td>
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<tr>
<td>May 5 - 6</td>
<td>Wednesday - Thursday. Reading days, no classes.</td>
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<tr>
<td>May 7, 10 - 12</td>
<td>Friday, Monday - Wednesday. Spring semester final examinations for all students.</td>
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<tr>
<td>May 14</td>
<td>Friday. Commencement, 2 p.m. and 7:30 p.m.</td>
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<tr>
<td>May 15</td>
<td>Saturday. Commencement, 9 a.m. Commissioning, 1:30 p.m. and Final Review, 3:15 p.m.</td>
</tr>
<tr>
<td>May 17</td>
<td>Monday. Final grades for all students due in Registrar’s Office, 10 a.m.</td>
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</tbody>
</table>

*All dates and times are subject to change.  

Proposed 8/6/97 (OAR)
Summer Session 1999*

May 28 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.

May 31 Monday. First day of first term and 10-week semester classes.

June 2 Wednesday. Last day for dropping courses with no record for the first term and 10-week semester.

June 3 Thursday. Last day for adding new courses for the first term and the 10-week semester.

June 4 Friday. Last day to apply for degrees to be awarded in August for students completing degree requirements in the first term.

June 18 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 Friday. Last day of first term classes.

July 5 Monday. First term final examinations. No 10-week semester classes.
Last day to register for the second term and pay fees.

July 6 Tuesday. First day of second term classes.

July 8 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 9 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 19 Monday. 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 26 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 6 Friday. Last day of second term and 10-week semester classes.

August 9 - 10 Monday - Tuesday. Second term and 10-week semester final examinations for all students.

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

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.

*All dates and times are subject to change.

Proposed 8/6/97 OAR
PROPOSED, ABBREVIATED ACADEMIC CALENDAR, 1999-2000

* FALL, 1999

August 30
November 25-26
December 7
December 8-9
December 10, 13-15
December 17
December 18
December 20

Monday. First day of fall semester classes.
Thursday-Friday. Thanksgiving holiday.
Tuesday. Last day of fall semester classes.
Wednesday-Thursday. Reading days, no classes.
Friday, Monday-Wednesday. Fall semester final examinations for all students.
Friday. Commencement, 2 p.m. and 7:30 p.m.
Saturday. Commencement and Commissioning, 9 a.m.
Monday. Final grades for all students due in Registrar's Office, 12 noon.

* SPRING, 2000

January 18
March 13-17
April 21
May 2
May 3-4
May 5, 8-10
May 12
May 13
May 15

Tuesday. First day of spring semester classes.
Monday - Friday. Spring break.
Friday. Reading day, no classes.
Tuesday. Last day of spring semester classes.
Wednesday-Thursday. Reading day, no classes.
Friday, Monday - Wednesday. Spring semester final examinations for all students.
Friday. Commencement, 2 p.m. and 7:30 p.m.
Saturday. Commencement, 9 a.m., Commissioning, 1:30 p.m. and Final Review, 3:15 p.m.
Monday. Final grades for all students due in Registrar's Office, 10 a.m.

* SUMMER SESSION, 2000

May 29
June 30
July 3
July 4
July 5
August 7
August 8
August 9
August 11
August 12
August 14

Monday. First day of first term and 10-week semester classes.
Friday. Last day of first term classes.
Monday. First term final examinations. No 10-week semester classes.
Tuesday. Independence Day holiday.
Wednesday. First day of second term classes.
Monday. Last day of second term and 10 week semester classes.
Tuesday. Beginning of final examinations for the second term and 10-week semester.
Wednesday. Second term and 10 week semester examinations continue.
Friday. Commencement, 7:30 p.m.
Saturday. Commencement and Commissioning, 9 a.m.
Monday. Final grades for second term and 10 week semester due in Registrar's Office, 10 a.m.

* All dates and times are subject to change.

Proposed 8/6/97