

CALIFORNIA STATE POLYTECHNIC UNIVERSITY, POMONA
ACADEMIC SENATE

ACADEMIC AFFAIRS COMMITTEE

REPORT TO

THE ACADEMIC SENATE

AA-001-156

Semester Summer Term Calendar, Class Time Modules
and Final Exam Times

Academic Affairs Committee

Date: 24 May 2017

Executive Committee
Received and Forwarded

Date: 24 May 2017

Academic Senate

Date: 31 May 2017
First Reading

Background

In preparation for the conversion to semesters, the calendar, time modules, and final exam times are needed for the summer session. The calendar question was addressed in AS-2467-145-AA which is a response to the president's response, but the information is repeated below to keep all components of this referral in one place.

Resources Consulted

AS-2467-145-AA – Proposed Length for Semesters (Fall & Spring), Breaks (Thanksgiving, Winter, & Spring) for Calendar Conversion

AS-2493-156-AA – Definition of Class Time Modules and Finals Schedule for CPP Semester Calendar
Dr. Sepehr Eskandari – Interim Associate Vice President for Academic Planning and Faculty Affairs
Current Summer Time Modules and Final Exam Times

Discussion

With the calendar decisions taken straight from AS-2467-145-AA, we considered only what time modules and final exam times to propose. We worked to ensure good classroom utilization for the 3-unit classes meeting twice per week, since it was deemed that this would be one of the most desirable choices moving forward. Due to the fact that there is only a two day final exam period, some time modules were not considered for lectures other other units, leading to some gaps in the proposed time modules. The final exam assignments were tested for conflict using software, but there could always be an error.

It should also be noted that there is concern over the viability of the 5 week sessions.

Recommendation

The calendar from AS-2467-145-AA and the proposed time modules and final exam times are given below.

CALENDAR

First Day of Summer	Monday (or Tuesday depending on Memorial Day)
Summer Semester	11 weeks (including holidays)
Session I	10 week session beginning Wednesday of 1 st week
Session I Finals	Monday and Tuesday of 11 th week
Session I Grades Due	9am of Monday of 12 th week
Session II	5 week session beginning Wednesday of 1 st week
Session II Finals	Monday and Tuesday of 6 th week
Session II Grades Due	9am of Monday of 7 th week
Session III	5 week session beginning Wednesday of 6 th week
Session III Finals	Monday and Tuesday of 11 th week
Session III Grades Due	9am of Monday of 12 th week

10 WEEK SESSION TIME MODULES

LECTURES			
Units	Meetings/Week	Meeting Days	Approved Time Modules
1	1	W or Th	0800 – 0915 0930 – 1045 1100 – 1215 1230 – 1345 1400 – 1515 1530 – 1645 1700 – 1815 1830 – 1945 2000 – 2115
2	1	M, Tu, W, or Th	0800 – 1050 1400 – 1650
2	2	MW or TuTh	0800 – 0915 0930 – 1045 1400 – 1515 1530 – 1645 1700 – 1815
3	1	M, Tu, W, or Th	0800 – 1215 1230 – 1645
3	2	MW or TuTh	0800 – 1005 1015 – 1220 1230 – 1435 1445 – 1650 1700 – 1905
4	2	MW or TuTh	0800 – 1050 1100 – 1350 1400 – 1650 1700 – 1950
4	4	MTuWTh	0800 – 0915 0930 – 1045 1400 – 1515 1530 – 1645 1700 – 1815

ACTIVITIES			
Units	Meetings/Week	Meeting Days	Approved Time Modules
1	1	M, Tu, W or Th	0800 – 1050 1100 – 1350 1400 – 1650 1700 – 1950
2	2	MW or TuTh	0800 – 1050 1100 – 1350 1400 – 1650 1700 – 1950
3	2	MW or TuTh	0800 – 1215 1230 – 1645 1700 – 2115
3	4	MTuWTh	0800 – 1005 1015 – 1220 1230 – 1435 1445 – 1650 1700 – 1905

LABORATORIES			
Units	Meetings/Week	Meeting Days	Approved Time Modules
1	1	M, Tu, W or Th	0800 – 1215 1230 – 1645 1700 – 2115
1	2	MW or TuTh	0800 – 1005 1015 – 1220 1230 – 1435 1445 – 1650 1700 – 1905
2	4	MTuWTh	0800 – 1005 1015 – 1220 1230 – 1435 1445 – 1650 1700 – 1905
3	4	MTuWTh	0800 – 1115 1130 – 1445 1500 – 1815

5 WEEK SESSION TIME MODULES

LECTURES			
Units	Meetings/Week	Meeting Days	Approved Time Modules
1	1	M, Tu, W, or Th	0800 – 1050 1100 – 1350 1400 – 1650
2	2	MW or TuTh	0800 – 1050 1700 – 1950
3	2	MW or TuTh	0800 – 1215 1230 – 1645
3	4	MTuWTh	0800 – 1005 1015 – 1220 1230 – 1435 1445 – 1650 1700 – 1905
4	4	MTuWTh	0800 – 1050 1100 – 1350 1400 – 1650 1700 – 1950

ACTIVITIES			
Units	Meetings/Week	Meeting Days	Approved Time Modules
1	2	MW or TuTh	0800 – 1050 1100 – 1350 1400 – 1650 1700 – 1950
2	4	MTuWTh	0800 – 1050 1100 – 1350 1400 – 1650 1700 – 1950
3	4	MTuWTh	0800 – 1215 1230 – 1645 1700 – 2115

LABORATORIES			
Units	Meetings/Week	Meeting Days	Approved Time Modules
1	2	MW or TTh	0800 – 1215 1230 – 1645 1700 – 2115
1	4	MTuWTh	0800 – 1005 1015 – 1220 1230 – 1435 1445 – 1650 1700 – 1905
2	4	MTuWTh	0800 – 1220 1230 – 1650
3	4	MTuWTh	0800 – 1445

10 WEEK FINAL EXAM TIMES

Units	Meetings/Week	Meeting Days	Class Time	Final Exam Time		
1	1	W	0800 – 0915			
			0930 – 1045			
			1100 – 1215			
			1230 – 1345			
			1400 – 1515			
			1530 – 1645			
			1700 – 1815			
			1830 – 1945			
			2000 – 2115			
		Th	0800 – 0915			
			0930 – 1045			
			1100 – 1215			
			1230 – 1345			
			1400 – 1515			
			1530 – 1645			
			1700 – 1815			
			1830 – 1945			
			2000 – 2115			
2	1	M	0800 – 1050	M 0700 – 0900		
			1400 – 1650	M 1550 – 1750		
		Tu	0800 – 1050	Tu 0700 – 0900		
			1400 – 1650	Tu 1550 – 1750		
		W	0800 – 1050	M 0910 – 1110		
			1400 – 1650	M 1800 – 2000		
		Th	0800 – 1050	Tu 0910 – 1110		
			1400 – 1650	Tu 1800 – 2000		
		2	2	MW	0800 – 0915	M 0700 – 0900
					0930 – 1045	M 0910 – 1110
					1400 – 1515	M 1550 – 1750
					1530 – 1645	M 1800 – 2000
1700 – 1815	M 2010 – 2210					
TuTh	0800 – 0915			Tu 0700 – 0900		
	0930 – 1045			Tu 0910 – 1110		
	1400 – 1515			Tu 1550 – 1750		
	1530 – 1645			Tu 1800 – 2000		
	1700 – 1815			Tu 2010 – 2210		

5 WEEK FINAL EXAM TIMES

Units	Meetings/Week	Meeting Days	Class Time	Final Exam Time		
1	1	W	0800 – 1050			
			1100 – 1350			
			1400 – 1650			
		Th	0800 – 1050			
			1100 – 1350			
			1400 – 1650			
2	2	MW	0800 – 1050	M 0700 – 0900		
			1400 – 1650	M 1550 – 1750		
		TuTh	0800 – 1050	Tu 0700 – 0900		
			1400 – 1650	Tu 1550 – 1750		
		3	2	MW	0800 – 1215	M 0700 – 0900
					1230 – 1645	M 1130 – 1330
TuTh	0800 – 1215			Tu 0700 – 0900		
3	4	MtuWTh	0800 – 1005	M 0700 – 0900		
			1015 – 1220	M 0910 – 1110		
			1230 – 1435	M 1130 – 1330		
			1445 – 1650	M 1340 – 1540		
			1700 – 1905	M 2010 – 2210		
4	4	MtuWTh	0800 – 1050	M 0700 – 0900		
			1100 – 1350	M 1130 – 1330		
			1400 – 1650	M 1550 – 1750		
			1700 – 1950	M 2010 – 2210		