

## SUMMER SCHOOL COMMITTEE MINUTES

Tuesday, January 29, 2008 10:30 AM -- Russell Hall 128

Members Present: Stephen Hicks, Jill Mitchley, Kevin Range, Denise Shoemaker, Anna Mae Smith, Andrew Talbot

### Issue

Universities should "strive" to have the summer session not cross the June 30/July 1 break of the fiscal and academic year. This information was provided by Roger Johnson from a CAO meeting. Currently it is not an order, but it may become one. We were asked to look into it for summer '09.

The following solutions were discussed for summer 2009.

1. Maintain the current practice of straddling the second summer session across June 30 and July 1.
2. Take one week off between sessions. What impact might this have on food service, housing, etc?
3. End summer 1 on June 30 and start summer 2 on July 1, scheduling the appropriate number of class meeting minutes.
4. Summer 1: May 26 - June 29 (20 class days, no Fridays)  
Summer 2: July 1 - August 4 (20 class days, no Fridays)
5. Summer 1: May 26 - June 26, a Friday (20 class days which includes one Friday)  
Summer 2: July 1 - August 4 (20 class days, no Fridays)

Drew asked why the summer 2009 schedule as currently scheduled begins two weeks, rather than the usual one week, after the close of the spring semester. He suggested the schedule be changed to the following. (This continues the practice of crossing a session over the June 30/July 1 break of the fiscal and academic year.)

Summer 1: May 11 - June 12, a Friday (20 class days which includes one Friday)

Summer 2: June 15 - July 16 (20 class days, no Fridays) \*

\*This may be a problem for the EOP students depending on when their high schools finish.

Summer 2 could start later to accommodate the June 30/July 1 issue and the EOP (and other high school) students; however this would mean a long break between sessions.

### Issue

The number of days/teaching minutes for summer 1 versus summer 2.

The number of scheduled minutes meets the required minimum (i.e. 2250 for a 3.0 sh course). However, summer 1 has fewer minutes than summer 2. This is due to the Memorial Day holiday being on a Monday and the July 4 holiday being on a Friday. The July 4 holiday will change annually and require a review of future summer dates.

Because the minimum number of hours is appropriately scheduled, one suggestion is to offer an additional day off during the second summer session. Then, each session will have 2280 minutes. For summer 2 2008, it is suggested that July 3 be the additional day.

#5 under the first issue could be used as a model -- Use the Friday of the last week of the session to provide equal number of teaching minutes between the two summer sessions.

(This issue was also figured into some of the solutions for the first item of discussion.)

Next meeting will be called as needed.

Meeting adjourned at approximately 11:00 AM.

Respectfully Submitted,

*Jill R. Mitchley*

xc: President, University  
President, APSCUF  
President, SCC  
Vice President, Academic Affairs

Vice President, Finance & Admin  
Vice President, University Advancement  
Vice President, Student Affairs  
Dean, College of Arts & Science

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