

Calendar Template (Request for Deviation from Approved Calendar)

The Senate Rules 1) describe the University Senate’s oversight of the calendar and 2) charge the Senate Council (executive body of the University Senate) with reviewing deviations from the Senate-approved calendar. The Senate Calendar Committee is charged with conducting a comprehensive review of all calendar-related requests and will provide recommendations to the Senate Council on whether to approve such requests.

The Calendar Committee will generally not recommend approval of outright waivers for University holidays. It will not lightly recommend approval of substitute dates for University holidays or outright waivers for academic holidays, although substitute dates may be proposed if the original dates are not maintained. Finally, changes in perpetuity are unlikely to be approved.

Instructions:

Section 1: Complete fields 1a – 1k.

Section 2: Enter all dates for all applicable terms (fall semester, winter intersession, spring semester, and summer session). Some dates may coincide with those on the general University calendar, while others may differ by virtue of the request being made to authorize a deviation.

Section 3: If the request: 1) applies to more than one calendar year; and 2) the relevant calendar dates for the subsequent years are more than natural shifts (e.g., one day back to keep a Monday a Monday, or two days back if accounting for a leap year), use the space provided to describe.

1. GENERAL INFORMATION (Please complete fields 1a – 1k.)

1a	College:	<i>Agriculture, Food and Environment</i>	1b	Department:	<i>Natural Resources and Environmental Science BS Program</i>
1c	Using the drop-down list to the right, indicate if the request is for a single course, a subset of courses within a program, or an entire program.				Course
Describe the single course, subset of courses, or entire program, below.					
<i>NRE 320, Natural Resource and Environ Analysis (3 credits). A field-oriented course taught off campus as a three-week summer camp. Emphasis is placed on methodologies for field data collection necessary to evaluate a variety of natural resources in multiple ecosystem contexts (for example--forested and agricultural). Students will become familiar with sampling instrumentation, collection, preservation,</i>					

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	<i>analysis, and data interpretation. Lecture, 10 hours, laboratory, 30 hours per week (Monday-Friday) for three weeks.</i>	
1d	Proposer:	<i>Larry J. Grabau; Chris Matocha; Hannah Angel</i>
1e	Proposer's email:	<i>lgrabau@uky.edu; cjmato2@uky.edu; angel@uky.edu</i>
1f	Briefly summarize the request and describe its pedagogical necessity.	
	<p><i>The Natural Resources and Environmental Science BS program has found that a non-standard set of dates (early start/15 consecutive days) for NRE 320 in the summer work well for students (and their learning) as well as for instructors and guest speakers. We wish to use the following non-standard dates for NRE 320-010: May 9-23, 2023 (summer semester). Our plan is thus to begin that course (based in Robinson Forest) six days before the official opening date for summer semester 2023. The brief rationale is that camp staff will not be available to support our students during the extended holiday weekend at the end of the month—this early start would allow us to avoid the disruption that such a stoppage would cause. In addition, this accommodation has proved successful in promoting student learning and the cohesiveness of the course. The premise of this note is to address the issues identified regarding such courses. We believe that this is the best available option to serve our program's students.</i></p> <p><i>Further Justification—our program normally offers NRE 320 twice each summer. The first offering is at Robinson Forest (in Eastern KY), and historically has run for three weeks (M-F) each May. The second offering is in Costa Rica, and typically runs for 15 straight days at the end of the summer semester. In both 2021 and 2022, the Robinson Forest camp (NRE 320-010) ran for 15 consecutive days. That model was initiated in 2021 as part of our COVID-19 plan for this in-person camp; students and instructors found the model to be positive for both student learning and summer scheduling (with work/internships/research). The model was again invoked, with Senate Council permission, in 2022, on the grounds of a lack of camp staff (to provide meal support, for example) over the Memorial Day holiday weekend at the end of the month of May. Our proposed solution would preclude this issue--on an ongoing basis--by starting camp early and completing the 15 days of course work before that extended holiday weekend.</i></p>	
1g	Check all that apply. This request involves:	<input type="checkbox"/> Waiver of Prep/Reading Days <input type="checkbox"/> Waiver of other academic holidays <input type="checkbox"/> Waiver of University holidays <input type="checkbox"/> Substituting a date for a holiday <input type="checkbox"/> Adding an extra academic holiday <input checked="" type="checkbox"/> Altering beginning/end dates <input type="checkbox"/> Correcting an existing calendar

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1h	Nonstandard calendars are approved for a discrete period of time: one year or part of one year, two years, three years, or for the foreseeable future until Senate Council requires re-approval. What duration of approval are you seeking?	<i>Foreseeable future</i>	
1i	Would the changed calendar affect observance of University holidays?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
<p>If “Yes,” check all University holidays that would be affected. (The calendar template in item 2 will allow you to suggest substitute dates. As noted above, the Calendar Committee will not ordinarily recommend approval of outright waivers for University holidays and will not lightly recommend approval of substitute dates for University holidays.)</p>			
	<input type="checkbox"/>	Labor Day	
	<input type="checkbox"/>	Election Day (U.S. presidential election years, only)	
	<input type="checkbox"/>	Thanksgiving Day	
	<input type="checkbox"/>	Day following Thanksgiving Day	
	<input type="checkbox"/>	Christmas Day	
	<input type="checkbox"/>	New Year's Day	
	<input type="checkbox"/>	Martin Luther King, Jr. Day	
	<input type="checkbox"/>	Memorial Day	
	<input type="checkbox"/>	Juneteenth	
	<input type="checkbox"/>	Independence Day (July 4th)	
1j	Would the changed calendar affect observance of academic holidays?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
<p>If “Yes,” check all academic holidays that would be affected. (The calendar template in item 2 will allow you to suggest substitute dates or waivers. As noted above, the Calendar Committee will not lightly recommend approval of outright waivers for academic holidays.)</p>			
	<input type="checkbox"/>	Fall Break	
	<input type="checkbox"/>	Wednesday before Thanksgiving	
	<input type="checkbox"/>	Saturday after Thanksgiving	
	<input type="checkbox"/>	Fall Semester Prep Days	
	<input type="checkbox"/>	Fall Semester Reading Days	
	<input type="checkbox"/>	Fall Semester Finals Week	
	<input type="checkbox"/>	Winter Intersession Prep Days	
	<input type="checkbox"/>	Spring Break	
	<input type="checkbox"/>	Spring Semester Prep Days	
	<input type="checkbox"/>	Spring Semester Reading Days	

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	<input type="checkbox"/>	Spring Semester Finals Week
	<input checked="" type="checkbox"/>	Summer Session Prep Days
1k	Could approval of the request create an actual or potential violation of Senate Rules 5.2.2("Student Load"), regarding the number of credit hours taken by a student during a specific period of time?	
	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
	If "Yes," explain how the program will ensure the rule on credit hour load is not violated.	
2. CALENDAR TEMPLATE (Enter all dates for all applicable terms (fall semester, winter intersession, spring semester, and summer session). Some dates may coincide with those on the general University calendar, while others may differ by virtue of the request being made to authorize a deviation.)		
A.	Fall Semester 20	
A1		First day of classes
A2		Labor Day Holiday
A3		Midterm (last date to notify undergraduates about their progress)
A4		Fall Break
A5		Election Day in U.S. presidential election years
A6		Thanksgiving Wednesday
A7		Thanksgiving Day
A8		Thanksgiving Friday
A9		Thanksgiving Saturday
A10		Prep Week (Prep Days)
A11		Last day of classes
A12		Reading Days
A13		Finals Week
A14		End of Semester
B.	Winter Intersession 20	
B1		First day of classes
B2		Prep Days (last three days of instruction)
B3		Christmas Day (SR 2.1.3 "late December holiday period")
B4		New Year's Day (SR 2.1.3 "late December holiday period")
B5		Last day of classes
B6		End of session
C.	Spring Semester 20	

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C1		First day of classes
C2		Martin Luther King, Jr. Holiday
C3		Midterm (last date to notify undergraduates about their progress)
C4		Spring Break
C5		Prep Week (Prep Days)
C6		Last day of classes
C7		Reading Days
C8		Finals Week
C9		End of semester
D.	Summer Session 2023	
D1	<i>May 9-23, 2023</i>	First day of classes
D2		Memorial Day Holiday
D3		Juneteenth Holiday
D4		Independence Day Holiday (July 4 th)
D5		Prep Days (last three days of instruction)
D6		Last day of classes
D7		End of session

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3. MISCELLANEOUS (If the request: applies to more than one calendar year and the relevant calendar dates for the subsequent years are more than natural shifts (e.g., one day back to keep a Monday a Monday, or two days back if accounting for a leap year), use the space provided to describe.)

3.	Is there anything else to explain about this proposal?
	<i>We would like to establish this adjusted calendar on an ongoing basis, as the summer semester calendar begins a week later than the prior configuration. An early start (Tuesday of the week between finals and the official start of summer semester) will provide better continuity of both teaching and learning, and also allow the NRES program to complete this 15-day camp experience prior to Memorial weekend.</i>