

THE UNIVERSITY OF TEXAS AT DALLAS
NUMBERED POLICY MEMORANDA

POLICY MEMORANDUM 02-I.2-85

Issued June 10, 2002
Revised: June 29, 2006

ACADEMIC CALENDAR COMMITTEE

The Academic Calendar Committee is a University-wide, Standing Committee appointed by the President, not reporting to the Academic Senate of The University of Texas at Dallas.

The Committee shall maintain a web site and email address to receive suggestions and complaints regarding the Academic Calendar and shall meet to revise the calendar as the accumulation of such advice and complaints may appear to warrant. The Committee will attempt to construct a calendar in which a class offered in any regular pattern of times in a term will involve the same number of contact hours, which provides sufficient time for preparation between the end of each term and the beginning of the next, and which minimizes, as far as possible, the conflicts between the demands of attending or teaching at the University and the other pressing demands of work and life to which faculty and students must respond.

The Committee has ten voting members. The University Registrar and Director of Academic Records is a member *ex officio* (with vote). The other nine members are appointed or reappointed by the President annually. Two members are representatives from the administration, nominated by the Executive Vice President and Provost (Provost). Three members are representatives of the faculty, nominated by the Speaker of the Senate. Two members are representatives of student government, nominated by the President of the Student Government. Two members are representatives of the University Staff, nominated by the Chair of the Staff Council. There is no limit to the number of successive terms a member may serve. Rather, those responsible for providing nominees shall attempt to seek individuals particularly interested in the task of the committee, and the President shall attempt to assure as much continuity in membership from year to year as possible. One member shall be designated by the President as Chair.

The Responsible University Official is the Vice President for Student Affairs.