

**MEMORANDUM**

ATTENTION	Senate	DATE	December 18, 2020
FROM	Stephen Spector Chair, Senate Calendar Committee		
RE:	Revision to Academic Dates 2020/2021 – convocation and summer 2021		

At its meeting of December 18, 2020, the Calendar Committee reviewed the attached request for revisions to the previously approved schedule for the June 2021 convocation ceremony and the summer 2021 academic term start.

The Calendar Committee approves and recommends to Senate the following:

Motion 1:

“That Senate approve the revisions to the June 2021 Convocation ceremony, to be moved from June 8, 9, 10, and 11 to June 24, 25, 28, and 29.”

Motion 2:

“That Senate approve the revisions to the Summer 2021 term, that the first day of classes for the Summer 2021 term be moved from Monday, May 17 to Wednesday May 12.”



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MEMORANDUM

ATTENTION Calendar Committee (CC)
FROM Catherine Dauvergne, Vice-President,
Academic and Provost
RE: Proposed change of dates of Convocation

DATE December 17, 2020

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I am supportive of the proposal to change dates of Convocations as indicated to June 24, 25, 28 and 29th as recommended by Ceremonies and Events and endorsed by the Registrar's office. Given the change in dates of Senate and Convocation I am recommending a change in the summer calendar dates as outlined in the attached document from the Registrar's office. Adjusting the dates as indicated addresses a concern about the short time between the summer and fall terms while maintaining the same number of days between the end of the spring term and the start of the summer term as was originally planned.

I would like to recommend that the Calendar Committee support these changes and recommend them to Senate:

Motion 1:

Approve and recommend to Senate that June 2021 Convocation ceremony be moved from June 8, 9, 10, 11 to June 24, 25, 28, 29.

Motion 2:

Approve and recommend to Senate that the first day of classes for the Summer 2021 be further revised Monday, May 17 to Wednesday May 12.



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MEMORANDUM

ATTENTION S2021P Committee Date December 17, 2020
FROM Steve Birnie, Associate Registrar
RE: Summer 2021 – Further Revision to the Start of Classes

Motions:

Motion 1: Approve and recommend to the Calendar Committee that June 2021 Convocation ceremony be moved from June 8, 9, 10, 11 to June 24, 25, 28, 29.

Motion 2: Approve and recommend to the Calendar Committee that the first day of classes for the Summer 2021 be further revised Monday, May 17 to Wednesday May 12.

Overview and Background

At the November 26th special session of Senate, a change to the Spring and Summer terms was approved. The changes were made to help provide some relief due to the various impacts of COVID-19 on students, staff, and faculty. At Senate, concern was raised by some faculty members about the summer dates as they made the break between summer and fall too short and brought new hardship. These sentiments have been echoed by others in the days since the meeting.

In preparation for the Calendar Committee meeting that sent the original motions forward to Senate, two options were considered. The first, which was adopted, saw the start date pushed back to Monday May 17th. The second option only pushed the start date to Wednesday May 12th. In the second option, there would still be a full two weeks between Summer and Fall term. However, at the time it was deemed to be not feasible as the earlier May start date would not give departments enough time to complete graduation checks in time for the May Senate meeting. As the timeline between May Senate and June Convocation is already extremely tight for Convocation administration, the May Senate date couldn't be delayed unless Convocation were also delayed. Recently Ceremonies and Events asked that the May Senate meeting be delayed a week and that moving Convocation back two weeks be considered to give adequate preparation time for convocation.

Decision

At a meeting on December 15th, SCAR agreed that the May Senate date could be moved from May 17th to the 25th. For this to work, Convocation must also be pushed back. In moving these two critical dates, the “option two” summer schedule with the May 12th start date becomes feasible for consideration. The new option would see the break between Spring and Summer be the same number of days as originally planned, and more time between Summer and Fall. Allowing examinations to end as originally planned on August 20, 2021.

Proposed Dates:

Details	Original Date(s)	Revised Date(s)	New Proposed Date(s)
Summer term class start	Monday, May 10	Monday, May 17	Wednesday, May 12
Summer term class end	Monday, August 9	Thursday, August 12	Monday August 9
Summer term exam period	Wednesday, August 11 to Friday, August 20	Friday, August 13 to Tuesday, August 24	Wednesday, August 11 to Friday, August 20
Monday meetings	12*	11*	11*
Tuesday meetings	13	13	12*+
Wednesday meetings	13	13	13
Thursday meetings	12	12	12
Friday meetings	13	12*	13+
Exam Days	10	12*	10+
Days between Spring and Summer	13	18*	13+
Days between Summer and Fall	18	14*	18+

* Change from original dates

+ Change from revised dates

Academic Calendar Principles

<i>Principles</i>	Senate Reference
1. Each semester has 63 teaching days. (Senate paper 03-56)	S.03-56
2. Exams may be scheduled on Sunday if required. (Senate paper 05-127)	S.05-127
3. Exams should be avoided on the Saturday and Sunday of the Easter weekend. (Senate paper 14-102a)	S.14-102a
4. There is a weeklong reading break in February of each year to correspond with the family day holiday. (Senate paper 08-70)	S.08-70
5. All instructors submit grades on-line by the deadline date to allow for quicker end-of-term evaluations.	
6. Orientation for new students is a vital component for student retention, development and creating a positive university experience.	* Proposed change for Fall 2020 - 2-year pilot

Proposed 2021 Academic Calendar

2021

January						
Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

February						
Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28						

March						
Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

April						
Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

May						
Su	Mo	Tu	We	Th	Fr	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

June						
Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

July						
Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

August						
Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

September						
Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

October						
Su	Mo	Tu	We	Th	Fr	Sa
					1	2
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10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

November						
Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

December						
Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

- Welcome Day
- First day of class
- Last day of class
- Exam period
- Holiday
- Reading Break
- Convocation

MEMORANDUM

ATTENTION Calendar Committee **DATE** Dec. 15, 2020
FROM Gloria Chu, Director, Ceremonies and **PAGES**
Events
RE: June 2021 Convocation Ceremony - Date Change Request

Plans will soon be underway for June 2021 Convocation ceremonies and based on recent public health updates, SFU will need to prepare for all possible contingencies. To that end, we are requesting a change of date for Spring Convocation from June 8, 9, 10 to 11 to June 24, 25, 28, 29.

The rationale for this change of date request is as follows:

- The spring term has been extended by one week and moving the date later will allow more time between the date that Senate awards degrees and the convocation ceremony dates.
- These new dates are proposed to assist with overall planning and to allow time to address the following challenges:
 - Delayed submission of grades, as experienced in the Spring 2020 term.
 - Administrative challenges, due to the short turnaround time between Senate and the convocation ceremony. Moving the date will allow more time to review and process graduation applications which may be delayed.
 - Degrees awarded by executive action at the June Senate meeting would be included in the convocation ceremony.
- Moving the Spring 2021 convocation ceremony dates will allow for a better student experience by providing more time to prepare celebration materials for graduates; (e.g. to ensure that graduate names are read out at the ceremonies, time is needed to logistically receive graduand info and then prepare them for eight ceremonies.)

The President, Chancellor, Vice-President, External Relations, Vice-Provost, Students and International/Registrar, Student Services, and Graduate and Postdoctoral Studies have all been informed of this proposal and are in support of moving forward with the date change.

Thank you for your assistance, and please feel to reach out to us if you need any further information.

Sincerely,

Gloria Chu (Director)

cc. Joanne Curry
Kris Nordgren
Kathryn Verkerk
Steve Birnie