



July 2, 2009

MEMORANDUM

TO: Senior Management Team
Chancellors

FROM: David McClain
President

A handwritten signature in cursive script that reads "David McClain".

SUBJECT: APPROVED THREE-YEAR ACADEMIC CALENDAR, 2009-2012

After discussion and consultation with the appropriate system-wide groups, HGEA and UHPA, the academic calendar for all University of Hawai'i campuses for the period fall 2009 through summer 2012 is hereby approved. The calendar conforms to Board of Regents' policy 5-5.c. and is in accordance with the UHPA Agreement 2003-2009.

All campuses are required to begin each semester on the same date and to observe the same holidays. As in the past, each campus establishes dates and deadlines for registration, advising, commencement, and other academic activities. These dates are usually set prior to each semester and are published with registration materials.

Summer session dates are those for the UHM Outreach College. Each campus schedules summer sessions according to individual campus objectives.

UH reserves the right to modify the academic calendar as needed after appropriate review.

Attachments

c: Interim Executive Administrator and Secretary of the BOR Pang
Faculty Senate Chairs, All Campuses
Student Government Organizations, All Campuses
UHPA
HGEA

UNIVERSITY OF HAWAI'I ACADEMIC CALENDAR, 2009-2012

FALL SEMESTER	FALL 2009	FALL 2010	FALL 2011
Official Faculty Duty Start Date ¹	M Aug 17	M Aug 16	M Aug 15
Statehood Day	F Aug 21	F Aug 20	F Aug 19
First Day of Instruction ²	M Aug 24	M Aug 23	M Aug 22
Labor Day	M Sep 7	M Sep 6	M Sep 5
Election Day	NA	T Nov 2	N/A
Veterans Day	W Nov 11	Th Nov 11	F Nov 11
Thanksgiving	Th Nov 26	Th Nov 25	Th Nov 24
Non Instructional Day	F Nov 27	F Nov 26	F Nov 25
Last Day of Instruction ³	Th Dec 10	Th Dec 9	Th Dec 8
Study Period ⁴			
Examination Period ⁴			
Commencement ⁴			
SPRING SEMESTER	SPRING 2010	SPRING 2011	SPRING 2012
First Day of Instruction ²	M Jan 11	M Jan 10	M Jan 9
Martin Luther King Jr. Day	M Jan 18	M Jan 17	M Jan 16
Presidents Day	M Feb 15	M Feb 21	M Feb 20
Kuhio Day	F Mar 26	F Mar 25	M Mar 26
Spring Recess	MF Mar 22-26	MF Mar 21-25	MF Mar 19-23
Good Friday	F Apr 2	F Apr 22	F Apr 6
Last Day of Instruction ³	W May 5	W May 4	W May 2
Study Period ⁴			
Examination Period ⁴			
Commencement ⁴			
Official Faculty Duty End Date ¹	Su May 16	Su May 15	M May 14
SUMMER SESSION I ⁴	M May 24 - F Jul 2	M May 23 - F Jul 1	M May 21 - F June 29
SUMMER SESSION II ⁴	T Jul 6 - F Aug 13	T Jul 5 - F Aug 12	M July 2 - F Aug 10

University of Hawai'i
ACADEMIC CALENDAR 2009-2012

FALL SEMESTER I	FALL 2009	FALL 2010	FALL 2011
MWF	44	45	44
TTh	31	29	31
Total Days	75	74	75

FALL SEMESTER II	FALL 2009	FALL 2010	FALL 2011
MW	30	31	31
TTh	31	29	31
F	14	14	13
Total Days	75	74	75

SPRING SEMESTER I	SPRING 2010	SPRING 2011	SPRING 2012
MWF	44	44	43
TTh	31	31	31
Total Days	75	75	74

SPRING SEMESTER II	SPRING 2010	SPRING 2011	SPRING 2012
MW	30	30	29
TTh	31	31	31
F	14	14	14
Total Days	75	75	74

5/27/2009

Fall 2011 - 75 Total Days Due to No Election day

NOTES

1/ Official Faculty Duty Date: Reflects the official faculty duty dates for nine month faculty. "Beginning and ending dates for the duty period for each campus will be determined by the Employer, provided that the beginning date shall be between August 14th and September 14th and run for nine (9) consecutive months thereafter." (UHPA Contract Agreement, 2003-2009)

2/ First Day of Instruction: "All campuses of the UH system shall adhere to a common first day of instruction each semester and observe holidays established by law." (Board of Regents policy 5-5.c.)

3/ Last Day of Instruction: Reflects the minimum number of instructional days from the start date. Instruction shall end on or after this date.

4/ Study Period/Examination Period/Commencement: Campuses may set internal dates for study days, examinations, and commencement, but dates shall be no earlier than the "Last Day of Instruction."

5/ Summer Session: Each campus schedules summer sessions according to individual campus objectives. Summer credit offerings must be equivalent to the fifteen week semester standard. (Board of Regents policy 5-5.c.) UHM Summer Session dates are included as a sample.

HOURS/MINUTES OF INSTRUCTION PER SEMESTER
Based on Total Instructional Days

Number of Days	Class Length	Equivalent Hours	Equivalent Minutes (3 Credits)	Equivalent Minutes Per Credit
45	50 minutes	37.50	2250	750
44	50 minutes	36.67	2200	733
43	50 minutes	35.80	2150	717
31	75 minutes	38.75	2325	775
30	75 minutes	37.50	2250	750
29	75 minutes	36.25	2175	725
28	75 minutes	35.00	2100	700
27	75 minutes	33.75	2025	675
14	150 minutes	35.00	2100	700
13	150 minutes	32.50	1950	650

NOTE: Unit of Credit as defined in the Handbook of Accreditation 2008, by the Accrediting Commission for Senior Colleges & Universities, Western Association of Schools and Colleges, page 121.

Credit, Unit of: A quantification of student academic learning. One semester unit represents how much time a typical student is expected to devote to learning in one week of full-time undergraduate study (at least 40-45 hours including class time and preparation). Thus a six-week summer session might, if full-time, equate to six units. An alternative norm is one unit for three hours of student work per week (e.g., one hour of lecture and two of study or three of laboratory) for ten weeks per quarter or 15 weeks per semester. A full-time undergraduate student program should normally be 14 to 16 units, and, if full-time, no less than 12 units. More time is expected to be devoted to study at the graduate level, typically more than three hours of study for every hour in class. A full-time graduate program is normally nine units or less. Considerable excess allowed on grounds of student ability should be subject to special analysis and approval.