

## MEMORANDUM

**To:** Faculty Senate  
Jennifer Matos, President

**From:** Ad Hoc Calendar Committee  
Jerald Schutte, Chair

**Date:** May 17, 2007

**Re:** Academic Calendar Survey  
Results and Recommendations

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Pursuant to the charge of the ad hoc committee on Academic Calendar Scheduling and consistent with the vote of the Faculty Senate Executive Committee, this memo reports the results of the survey carried out on the three relevant stakeholder groups impacted by academic calendar scheduling: faculty, staff and students. This web based survey was conducted over five days from May 12-17, 2007, during which it was broadcast to 1,866 faculty (1,036 part time and 832 full time), 1524 staff personnel (309 part time and 1215 full time) and 34,560 students (10,992 part time and 23,568 full time).

To date (May 17<sup>th</sup>), faculty responses number 580 (31.1%), of which 207 are part time and 373 are fulltime (20.0% and 44.8% response rates, respectively). Staff responses number 503 (33.0%), of which 80 are part time and 423 are fulltime (25.9% and 34.8% response rates, respectively). Student responses number 3,274 (9.5%), of which 856 are part time and 2,418 are full time (7.8% and 10.3% response rates, respectively).

The survey asked questions about desired beginning and ending times for the fall and spring semesters, the timing and importance of intersession, spring break and summer, the importance of a tri-semester schedule and several demographic questions, to validate the margin of error in respondents' profiles (see next page for profiles)

Results demonstrate that among all stakeholders: 1) the fall semester should start in late August and be completed by Christmas; 2) that the spring semester should start in late January and end in late May; 3) that spring break be one full week, later in the semester, but prior to Cesar Chavez holiday; 4) that while faculty do not feel a full summer semester would facilitate flexibility in scheduling teaching, the majority of students feel it would facilitate scheduling classes; and 5) the majority of students would take summer classes if they were regularly scheduled as in fall and spring semesters.

Moreover, these results do not seem to vary by any of the informational or demographic categories. Therefore, by virtue of these data, it is the opinion of this committee that the Faculty Senate recommends the 2009-2010 Academic Calendar Schedule reflect findings 1 – 3 and suggest that further deliberation be given to findings 4 and 5.

### Student Respondent Profiles

| Which best describes your current year in school? | Population | Student Survey |
|---|------------|----------------|
| Freshman  | 16%        | 7%             |
| Sophomore   | 9%         | 9%             |
| Junior  | 25%        | 27%            |
| Senior  | 31%        | 34%            |
| Graduate  | 18%        | 23%            |

| With which college is your major affiliated? | Population | Student Survey |
|--|------------|----------------|
| Arts, Media and Communication                | 13%        | 13%            |
| Business and Economics                       | 20%        | 20%            |
| Education                                    | 7%         | 14%            |
| Engineering and Computer Science             | 6%         | 6%             |
| Health and Human Development                 | 12%        | 12%            |
| Humanities                                   | 10%        | 9%             |
| Science and Mathematics                      | 7%         | 7%             |
| Social and Behavioral Science                | 15%        | 19%            |

### Faculty Respondent Profiles

| Which best describes your faculty rank? | Population | Faculty Survey |
|---|------------|----------------|
| Part time Instructor                    | 58%        | 36%            |
| Full time Lecturer                      | 7%         | 8%             |
| Assistant Professor                     | 11%        | 16%            |
| Associate Professor                     | 9%         | 14%            |
| Full Professor                          | 16%        | 27%            |

| With which college are you affiliated? | Population | Faculty Survey |
|--|------------|----------------|
| Arts, Media and Communication          | 14%        | 12%            |
| Business and Economics                 | 9%         | 10%            |
| Education                              | 18%        | 15%            |
| Engineering and Computer Science       | 6%         | 4%             |
| Health and Human Development           | 13%        | 13%            |
| Humanities                             | 16%        | 17%            |
| Science and Mathematics                | 10%        | 11%            |
| Social and Behavioral Science          | 14%        | 18%            |

**Finding 1: The fall semester should start late August and end by Christmas**

| Which should take priority in fall semester scheduling? |         |       |          |  |
|---|---------|-------|----------|--|
|   | Faculty | Staff | Students |  |
| Mid August start to complete grading early December     | 15%     | 23%   | 32%      |  |
| Late August start to complete grading by Christmas      | 60%     | 53%   | 42%      |  |
| Pre Labor Day start to complete grading by year end     | 15%     | 13%   | 16%      |  |
| Post Labor Day start to complete grading in January     | 10%     | 11%   | 12%      |  |

**Finding #2: The spring semester should start late January and end late May**

| Which should take priority in spring semester scheduling? |         |       |          |  |
|---|---------|-------|----------|--|
|   | Faculty | Staff | Students |  |
| Early January start to complete grading early May         | 5%      | 10%   | 16%      |  |
| Mid January start to complete grading mid May             | 24%     | 37%   | 32%      |  |
| Late January start to complete grading late May           | 60%     | 43%   | 39%      |  |
| Early February start to complete grading early June       | 11%     | 10%   | 15%      |  |

**Finding #3: The spring break should be one full week, later in the semester, prior to Cesar Chavez Holiday.**

| It is important to keep the full one week spring break. |         |       |          |  |
|---|---------|-------|----------|--|
|   | Faculty | Staff | Students |  |
| Agree   | 79%     | 75%   | 87%      |  |
| No Opinion  | 10%     | 16%   | 7%       |  |
| Disagree  | 11%     | 9%    | 6%       |  |

| When should spring break be scheduled?               |         |       |          |  |
|--|---------|-------|----------|--|
|  | Faculty | Staff | Students |  |
| Earlier in the semester well before Cesar Chavez Day | 8%      | 7%    | 15%      |  |
| Later in the semester but before Cesar Chavez Day    | 56%     | 46%   | 54%      |  |
| Later in the semester but after Cesar Chavez Day     | 36%     | 47%   | 33%      |  |

**Finding #4: Students feel a full summer semester would give flexibility in scheduling classes.**

| A tri-semester schedule would allow faculty / staff / students flexibility in scheduling classes. |  |         |       |          |
|---|--|---------|-------|----------|
|   |  | Faculty | Staff | Students |
| Agree   |  | 33%     | 31%   | 53%      |
| No Opinion  |  | 25%     | 35%   | 25%      |
| Disagree  |  | 42%     | 34%   | 22%      |

**Finding #5: The majority of students would take summer classes if part a regularly scheduled third semester like fall and spring.**

| I would take classes during the summer if they were part of a regularly scheduled third semester, like the fall and spring. |  |  |  |          |
|---|--|--|--|----------|
|   |  |  |  | Students |
| Agree   |  |  |  | 56%      |
| No Opinion  |  |  |  | 14%      |
| Disagree  |  |  |  | 30%      |