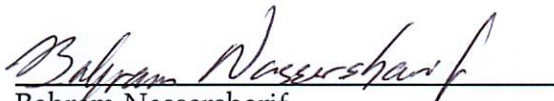


Serial Number #14-15—8

TO: President David Dooley  
FROM: Bahram Nassersharif, Chairperson of the Faculty Senate

1. The attached BILL titled, Academic Standards and Calendar Committee Report #2014-15-2, is forwarded for your consideration.
2. This BILL was adopted by vote of the Faculty Senate on December 11, 2014.
3. After considering this bill, will you please indicate your approval or disapproval. Return the original, completing the appropriate endorsement below.
4. In accordance with Section 10, paragraph 4 of the Senate's By-Laws, this bill will become effective January 2, 2014 three weeks after Senate approval, unless: (1) specific dates for implementation are written into the bill; (2) you return it disapproved; or (3) the University Faculty petitions for a referendum.

  
Bahram Nassersharif  
Chairperson of the Faculty Senate

December 17, 2014

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ENDORSEMENT

TO: Chairperson of the Faculty Senate

FROM: President of the University

- a. Approved .
- b. Approved subject to Notice to the Board of Education \_\_\_\_.
- c. Approved subject to final approval by Board of Education \_\_\_\_.
- d. Disapproved \_\_\_\_.

  
Signature of the President

1.7.15  
(date)

The Academic Standards and Calendar Committee met on 21 November and voted to propose the following fully-online accelerated calendar (which a subcommittee drafted on 31 October 2014).

### **RECOMMENDATIONS ON Accelerated Calendar for Online Courses and Scheduling**

The following recommendations are the combined efforts of the Academic Standards and Calendar Committee and discussions among members of the Office of Enrollment Services, the Office of Online and Distance Education, and the Office of the Provost.

#### **SECTION I**

#### **Guidelines for Accelerated Calendar for Online Courses and Scheduling**

##### **A. Accelerated Online Calendar:**

The University will run a separate academic calendar for specific online programs directed at working adults. The calendar will consist of three terms (fall, spring, and summer) each with two 7-week sessions. There will be at least a five-day break between each session. The first summer session will end on or before June 30 and the second summer session will start on or after July 1 so that no session crosses a fiscal year.

The rationale for such a calendar is to allow working adults to accelerate their progress in a program by taking courses all year round. For some programs it will allow students to start a program six times a year. It will also allow adults to focus on a single course at a time, but still complete 6 credits in a term. This configuration is based on best practices in providing online programs.

##### **Accelerated Online Calendar Guidelines:**

Approved fully online programs may be designed for the accelerated calendar. The decision to run the program on this calendar is that of the program's department.

Students enrolled in a program using the accelerated calendar may not take courses being offered in the traditional academic calendar. Students enrolled in a program using the traditional academic calendar may not enroll in courses offered in the accelerated online calendar. (Federal Financial Aid rules do not permit students to simultaneously enroll in two separate academic calendars.)

##### **B. Accelerated Calendar Scheduling Guidelines**

Each session shall start on a Tuesday and end on a Monday. If either day is a state holiday on which URI offices are closed, the start or end date will be moved one day. Final projects and/or final exams shall be scheduled by faculty according to the learning outcomes of the class and best pedagogical practices for online learning, but not later than the last day of class.

All grades shall be reported to the Office of Enrollment Services on the prescribed form not later than 48 hours after the end of the session, with the provision that an extra 24 hours may be allowed in individual cases by approval of the dean of the college on written request of the instructor. In computation of time limits, Sundays and Holidays shall be excluded.

Courses shall be scheduled for the Accelerated Calendar no later than 1 March of the preceding year. Registration shall be permitted up to the day before the session begins. After the first day, students may add a course up to day three with the permission of the instructor. For a full refund, students must drop a course in the first three class days. After that there will be no refund.

Faculty members shall not be required to teach in the Accelerated Calendar and shall be compensated for such teaching. Compensation may take the form of overload salary or agreed-upon release time during the fall or spring semester.

#### **New Manual Language for Online Programs Offered in the Fully-Online Accelerated Calendar**

Existing proposal language is in Black.

Black ~~struck-out~~ text indicates where language removal is proposed.

Red indicates new manual language.

### **Chapter 3 -- The Colleges, Schools and Divisions of the University**

#### **ADD**

**3.41.01** The University shall maintain a separate accelerated academic calendar for specific **fully-online accelerated** programs directed at working adults. The program's department and college shall determine whether the accelerated calendar is appropriate.

#### **ADD**

**3.41.02** The fully-online accelerated calendar shall consist of three terms (fall, spring, and summer), each with two 7-week sessions. There shall be at least a five-day break between each session. To ensure that no session crosses a fiscal year, the first summer session in the fully-online accelerated calendar shall end on or before June 30 and the second summer session in the fully-online accelerated calendar shall start on or after July 1.

**7.50.11 Compensation for Summer, Winter J-Term, ~~and~~ College of Continuing Education, and Fully-online Accelerated Program Teaching.** A faculty member who, at his/her option and in accord with University policy, teaches College of Continuing Education, Winter (J-term), ~~or~~ Summer courses, or **a course in a fully-online accelerated program** shall receive extra compensation. Unless otherwise agreed to, faculty members shall have no obligation to teach College of Continuing Education, summer, ~~or~~ winter (J-Term) courses, or **courses in a fully-online accelerated program**. Compensation for Winter J-Term teaching or for teaching **a course in a fully-online accelerated program** may take the form of overload salary or agreed-upon release time during the fall or spring semester. #12-13-21

### **Courses, Course Enrollments and Fees for students enrolled in Online Programs Using the Accelerated Calendar**

**8.33.11** For fall and spring semesters, the open add period extends for 7 days. This ~~will~~ **shall** consist of the first seven calendar days of the semester. An additional 7 calendar-day late add period shall allow students the opportunity to add courses via permission numbers granted at the discretion of the faculty member or other identified office. **For online courses offered in the separate fully-online accelerated calendar, registration shall be permitted up to the day before the session begins, and the add period shall extend~~s~~ for three class days with instructor permission.**

#### **ADD**

**8.34.11.** For online courses offered in the fully-online accelerated calendar, a course may be dropped by the official procedures determined by the Office of Enrollment Services (ecampus) on or before the third class day with no mark on the student's transcript.



**8.38.11** Matriculating and nonmatriculating students may enroll as full-time or part-time students without prior approval. For purposes of fee assessment, undergraduate students registered for 12 credits, graduate students registered for 9 credits, graduate assistants and graduate research assistants registered for 6 credits will be considered full-time. **This section does not apply to students enrolled in fully-online accelerated programs.**

**ADD**

**8.43.11** Refunds for Students Enrolled in Fully-Online Accelerated Programs. Refunds of payments made or credits against amount due to the University shall be made to students who officially withdraw from the University or who cancel their registration in all courses, according to the following schedule:

Period of Attendance in Which Withdrawal Occurs*	Percentage of Refund**
First three days	100%

**Examinations and Grades**

**ADD**

**8.51.24** For online courses taught in the fully-online accelerated calendar, final projects and/or final exams shall be scheduled by faculty according to the learning outcomes of the class and best pedagogical practices for online learning. The calendar of due dates for assignments and assessments shall be in the syllabus and available to students on the first day of class. No final exam or final project shall be due after the last day of the session.

**Accelerated Calendar for Fully Online Programs (8.7)**

**ADD**

**8.70.09** The two-year calendar for the fully-online accelerated program shall be developed by the Office of Online Education, in consultation with the Office of Enrollment Services, and submitted to the Academic Standards and Calendar Committee by March 1 of the year preceding the one during which the calendar is to become effective. The Academic Standards and Calendar Committee shall submit the calendar for the fully-online accelerated program for approval to the Faculty Senate by April 1 of the year preceding the one during which the calendar is to become effective.

**8.70.20** The Academic Year. The beginning and ending dates of each semester shall be the same for all colleges and schools of the University. Exceptions may be granted to the Feinstein College of Continuing Education and to **fully-online accelerated programs (which will run on the fully-online accelerated calendar)**. Requests for exceptions shall be received by the Academic Standards and Calendar Committee no later than October 1 of the preceding academic year.

**ADD**

**8.71.30.** The fall term of the fully-online accelerated calendar shall consist of two seven-week sessions with at least a five-day break between each session. Sessions shall begin on a Tuesday and end on a Monday. If the session begins or ends on a state holiday when URI offices are closed, the session shall start and/or end a day later.

**ADD**

**8.71.40.** The spring term of the fully-online accelerated calendar shall consist of two seven-week sessions with at least a five-day break between each session. Sessions shall begin on a Tuesday and end on a Monday. If the session begins or ends on a state holiday when URI offices are closed, the session shall start and/or end a day later.

**ADD**

**8.71.50.** The summer term of the fully-online accelerated calendar shall consist of two seven week sessions with at least a five-day break between each session. The first summer session for the fully-online accelerated calendar shall end on or before June 30. The second summer session for the fully-online accelerated calendar shall begin on or after July 1. Sessions shall begin on a Tuesday and end on a Monday. If the session begins or ends on a state holiday when URI offices are closed, the session shall start and/or end a day later.



2015

January 2015							February 2015							March 2015							April 2015							May 2015							June 2015								
S	M	T	W	Th	F	S	S	M	T	W	Th	F	S	S	M	T	W	Th	F	S	S	M	T	W	Th	F	S	S	M	T	W	Th	F	S	S	M	T	W	Th	F	S		
					1	2	3	1	2	3	4	5	6	7	1	2	3	4	5	6	7				1	2	3	4						1	2			1	2	3	4	5	6
4	5	6	7	8	9	10	8	9	10	11	12	13	14	8	9	10	11	12	13	14	5	6	7	8	9	10	11	3	4	5	6	7	8	9	7	8	9	10	11	12	13		
11	12	13	14	15	16	17	15	16	17	18	19	20	21	15	16	17	18	19	20	21	12	13	14	15	16	17	18	10	11	12	13	14	15	16	14	15	16	17	18	19	20		
18	19	20	21	22	23	24	22	23	24	25	26	27	28	22	23	24	25	26	27	28	19	20	21	22	23	24	25	17	18	19	20	21	22	23	21	22	23	24	25	26	27		
25	26	27	28	29	30	31								29	30	31					26	27	28	29	30			24	25	26	27	28	29	30	28	29	30						

July 2015							August 2015							September 2015							October 2015							November 2015							December 2015										
S	M	T	W	Th	F	S	S	M	T	W	Th	F	S	S	M	T	W	Th	F	S	S	M	T	W	Th	F	S	S	M	T	W	Th	F	S	S	M	T	W	Th	F	S				
				1	2	3	4							1			1	2	3	4	5					1	2	3			1	2	3	4	5	6	7				1	2	3	4	5
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26	27	28	29	30	31	23	24	25	26	27	28	29	27	28	29	30				25	26	27	28	29	30	31	29	30						27	28	29	30	31							

2016

January 2016							February 2016							March 2016							April 2016							May 2016							June 2016								
S	M	T	W	Th	F	S	S	M	T	W	Th	F	S	S	M	T	W	Th	F	S	S	M	T	W	Th	F	S	S	M	T	W	Th	F	S	S	M	T	W	Th	F	S		
					1	2		1	2	3	4	5	6			1	2	3	4	5						1	2			1	2	3	4	5	6	7				1	2	3	4
3	4	5	6	7	8	9	7	8	9	10	11	12	13	6	7	8	9	10	11	12	3	4	5	6	7	8	9	8	9	10	11	12	13	14	5	6	7	8	9	10	11		
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24	25	26	27	28	29	30	28	29					27	28	29	30	31			24	25	26	27	28	29	30	29	30	31					26	27	28	29	30					

2017

January 2017							February 2017							March 2017							April 2017							May 2017							June 2017						
S	M	T	W	Th	F	S	S	M	T	W	Th	F	S	S	M	T	W	Th	F	S	S	M	T	W	Th	F	S	S	M	T	W	Th	F	S	S	M	T	W	Th	F	S
1	2	3	4	5	6	7				1	2	3	4			1	2	3	4						1			1	2	3	4	5	6				1	2	3		
8	9	10	11	12	13	14	5	6	7	8	9	10	11	5	6	7	8	9	10	11	2	3	4	5	6	7	8	7	8	9	10	11	12	13	4	5	6	7	8	9	10
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29	30	31	26	27	28	26	27	28	29	30	31	23	24	25	26	27	28	29	28	29	30	31				25	26	27	28	29	30										

<b>Accelerated Calendar</b>		<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>
<b>Sum 1</b>	Online Registration Opens		March 28, 2016	
	Last day to register		May 2, 2016	
	Classes Begin		May 3, 2016	
	Last day to ADD		May 5, 2016	
	DROP Period with 100% adjustment of fees		May 5, 2016	
	Classes End		June 20, 2016	
	Final grades due in e-campus by 5:00 p.m.		June 22, 2016	
<b>Sum 2</b>	Online Registration Opens	June 1, 2015	March 28, 2016	
	Last day to register	July 6, 2015	July 4, 2016	
	Classes Begin	July 7, 2015	July 5, 2016	
	Last day to ADD	July 9, 2015	July 7, 2016	
	DROP Period with 100% adjustment of fees	July 9, 2015	July 7, 2016	
	Classes End	August 24, 2015	August 22, 2016	
	Final grades due in e-campus by 5:00 p.m.	August 26, 2015	August 24, 2016	
<b>Fall 1</b>	Online Registration Opens	August 3, 2015	August 1, 2016	
	Last day to register	September 7, 2015	September 5, 2016	
	Classes Begin	September 8, 2015	September 6, 2016	
	Last day to ADD	September 10, 2015	September 8, 2016	
	DROP Period with 100% adjustment of fees	September 10, 2015	September 8, 2016	
	Classes End	October 26, 2015	October 24, 2016	
	Final grades due in e-campus by 5:00 p.m.	October 28, 2015	October 26, 2016	

<b>Fall 2</b>	Online Registration Opens	August 3, 2015	August 1, 2016	
	Last day to register	November 2, 2015	October 31, 2016	
	Classes Begin	November 3, 2015	November 1, 216	
	Last day to ADD	November 5, 2015	November 3, 2016	
	DROP Period with 100% adjustment of fees	November 5, 2015	November 3, 2016	
	Classes End	December 21, 2015	Deceber 19, 2016	
	Final grades due in e-campus by 5:00 p.m.	December 23, 2015	December 21, 2016	
<b>Spring 1</b>	Online Registration Opens	November 30, 2015	November 28, 2016	
	Last day to register	January 4, 2016	January 2, 2017	
	Classes Begin	January 5, 2016	January 3, 2017	
	Last day to ADD	Janury 7, 2016	January 5, 2016	
	DROP Period with 100% adjustment of fees	Januart 7, 2016	January 5, 2017	
	Classes End	February 22,2016	February 20, 2017	
	Final grades due in e-campus by 5:00 p.m.	February 24, 2016	February 22, 2017	
<b>Spring 2</b>	Online Registration Opens	November 30, 2015	November 28, 2016	
	Last day to register	February 29, 2016	Marh 6, 2017	
	Classes Begin	May 1, 2016	March 1, 2017	
	Last day to ADD	March 3, 2016	March 9, 2017	
	DROP Period with 100% adjustment of fees	March 3, 2016	March 9, 2017	
	Classes End	April 18, 2016	April 24, 2017	
	Final grades due in e-campus by 5:00 p.m.	April 20, 2016	April 26, 2017	