

To: The University Senate
From: Educational Policy Committee and Faculty Affairs Committee
Subject: Addition of a winter session to the academic calendar

- Reference:**
1. Academic Regulation on Academic Calendar:
<https://catalog.purdue.edu/content.php?catoid=13&navoid=15965#academic-year-and-calendar>
 2. Winter Flex Proposal:
<https://www.purdue.edu/provost/about/provostInitiatives/winter/>.
 3. Proposal for Purdue 4-Week January Term, March 15, 2021:
<https://www.purdue.edu/provost/documents/cwc-j-term.pdf>
 4. Senate Document 20-43, "Proposal to Introduce 4-Week January Term to Academic Calendar"
<https://www.purdue.edu/senate/documents/meetings/2021-04-19-minutes.pdf>
 5. University Holidays:
https://www.purdue.edu/faculty_staff_handbook/benefits/univ-holidays.php
 6. Definition of credit hours:
https://www.purdue.edu/registrar/documents/forms/Credit_Hr_Guidelines.pdf
 7. Results Fall 2021 survey on WinterFlex:
 - a. [Faculty results](#)
 - b. [Undergraduate student results](#)
 - c. [Graduate student results](#)

Disposition: University Senate for Discussion and Adoption

Rationale: As proposed by the academic Deans and the January term working group, a winter session held over the winter break between fall and spring terms could expand educational opportunities to students at Purdue University. This term would provide instructors an opportunity to develop creative, innovative academic experiences.

The working group proposed a January term in March 2021 to EPC, who brought it for comment to the University Senate. The Senate

expressed numerous concerns about the January term proposal, and SD 20-43 was modified to encourage continued study of the matter, rather than endorsing the existing J-term proposal. The motion carried with a vote of 69 in favor, 17 against, 2 abstentions.

The working group received the feedback, vote and reconsidered its proposal. In Fall 2022, the working group provided a new proposal for a Winter Session that would be 4 weeks and entail shifting the spring term back one week [2]. The working group articulated how it has thereby addressed concerns from the January Term proposal [3]. They then conducted surveys of faculty, undergraduate and graduate students on this revised proposal [5].

However, based on the revised proposal, the survey feedback, and additional administrative consideration related to maintaining current academic pay, the working group now proposes a 3-week winter session with no other changes to the currently existing academic calendar. This winter term would start as soon as possible, even if the offerings begin small. If approved by the Senate, the first offering would be in winter 2022-23, limited to study abroad offerings, to give time to establish the infrastructure for offering asynchronous online offerings in winter 2023-24.

Modification of the Academic Calendar is the purview of the University Senate. The votes by Educational Policy Committee and the Faculty Affairs Committee represent the agreement to bring this proposal to the University Senate for a full discussion and vote.

Proposal:

The University Senate endorses the proposal to create a new, three-week winter session for the West Lafayette campus. Winter session will take place for three weeks in December and January between the fall and spring semesters. The remainder of the academic calendar remains in place as is currently.

Key elements of a Winter session will include:

1. The winter session will be in the three weeks between the fall and the spring semesters. Winter session term will officially recognize University Holidays [5] as non-instructional days. Winter session will, on average, consist of 10 instructional days and one day for exams. No on-campus instruction will take place during winter session and students will not return to campus for winter session.

For AY 2022-23 winter sessions will offer opportunities for study abroad. It is understood that a subsequent goal is to offer

opportunities for students to take asynchronous online courses.

2. No student will be admitted and be able to begin their academic enrollment during a winter session, nor will any student be able to receive a degree conferral during this term.
3. Winter session cannot not be used as a substitute term for required instruction in the fall and spring semesters.
4. Students would be limited to 3 credits during a 3-week winter session. Regular work offered in the winter sessions shall be equivalent in method, content, and credit value to the work of the academic year, regular class and laboratory periods being increased proportionately [6].
5. Teaching in winter session will be optional, and no instructors or graduate students shall be pressured by any party into offering courses or support courses during this time. Senate support is contingent upon this being borne out in practice, not just theory.
6. Winter session shall not affect the employment structure of faculty. Winter session would involve no change in faculty compensation for those who do not participate; those who do teach in the winter session would be compensated as overload. Those who are not on contract during the winter session but teach it would be compensated.
7. Winter session shall not affect the employment structure of graduate students. Instructional design for Winter Session is the responsibility of faculty; however, should graduate students participate in the delivery and support of instruction during Winter Session, this shall occur only of their own volition. Graduate students will receive funding for teaching and providing any support for courses (such as grading) during the winter session in addition to their academic year funding.
8. Winter session shall not affect the employment structure of staff. Winter session would, however, require some staff to work during the winter closure to support students. ITaP, Financial Aid, Registrar, Advising, Finance and others would need to plan for staffing during this time. However, students would not be on campus, so physical in-person services would not need to be provided. Potentially increased staffing and appropriate compensation would be provided for staff to support winter sessions.

9. Winter session would first be offered in December 2022-January 2023 with only study abroad offered, and would potentially be expanded to asynchronous online course offerings in subsequent years.
10. The University Senate requests the university administration to develop a fair and uniform compensation and workload approach for faculty, graduate students, and staff prior to Winter Session in the academic year 2022/2023.
11. The University Senate requests the university administration to provide funding and support for the development of innovative instructional developments for winter session instruction, as well staff support.
12. The University Senate requests the university administration to work with Senate committees to further develop and revise Academic regulations (such as, but not limited to, exam policies, Withdraw/Drop/Refund policies) prior to Winter Session in the academic year 2022/2023.
13. The University Senate requests the university administration to provide a report to the University Senate on the implementation plans at the beginning of AY 22-23.
14. The University Senate looks forward to partnering with the administration to review the success of the 2022-23 study abroad model to continue with the expansion into asynchronous online courses.
15. The winter term is established for the West Lafayette campus. The regional campus senates are free to determine whether a similarly-structured winter session is appropriate for their campuses.

Existing language	New language
<p>3. The first semester shall begin on either the third or fourth Monday of August, be in recess Monday and Tuesday of the eighth week, and Wednesday, Thursday, Friday, and Saturday of Thanksgiving week, and classes will end on the 17th following Saturday, which</p>	<p>3. The first semester shall begin on either the third or fourth Monday of August, be in recess Monday and Tuesday of the eighth week, and Wednesday, Thursday, Friday, and Saturday of Thanksgiving week, and classes will end on the 17th following Saturday, which</p>

shall not occur after the 20th day of December. The second semester shall begin on either the first or second Monday of January, which shall not occur prior to the seventh day of January, be in recess during the tenth week, and end on the 17th following Saturday (University Senate Document 96-4, February 17, 1997).

4. The summer session shall begin on the next Monday following the spring commencement and will be comprised of one 4-week and one 8-week, or two 6-week module(s) or other configurations as approved by the Provost Office. Courses may be scheduled during any one or any combination of modules throughout the 12-week period. There shall be no classes on Memorial Day, the last Monday in May, or on July 4, nor on the nearest class day when July 4 is not a regular class day. (University Senate Document 96-4, February 17, 1997).
5. Faculty shall enter grades as completed, but no later than 5 p.m. on the second working day after the end of the respective academic semester/session.
6. Commencement will be held as follows: First Semester: first Sunday following the end of the first semester; Second Semester: next subsequent weekend after the end of the second semester; Summer Session: first Saturday following the end of the last summer module.
7. The faculties at regional campuses shall be free to establish their own calendar dates.

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- 5. The winter session shall begin on the next Monday following the end of the fall semester and will be comprised of one 3-week term. No on-campus instruction will be provided. There shall be no classes on Christmas (December 25), on the Extra Day at Christmas time, on New Year's Day (January 1), and on the President's designated holiday (which traditionally has been allocated to the winter break), (University Senate Document 96-4, February 17, 1997).**
6. Faculty shall enter grades as completed, but no later than 5 p.m. on the second working day after

	<p>the end of the respective academic semester/session.</p> <p>7. Commencement will be held as follows: First Semester: first Sunday following the end of the first semester; Second Semester: next subsequent weekend after the end of the second semester; Summer Session: first Saturday following the end of the last summer module. No commencement will occur with the winter session.</p> <p>8. The faculties at regional campuses shall be free to establish their own calendar dates.</p>
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C. Summer or Winter Sessions Work

<p>C. Summer Sessions Work Regular work offered in the summer sessions shall be equivalent in method, content, and credit value to the work of the academic year, regular class and laboratory periods being increased proportionately.</p>	<p>C. Summer or Winter Sessions Work Regular work offered in the summer or winter sessions shall be equivalent in method, content, and credit value to the work of the academic year, regular class and laboratory periods being increased proportionately.</p>
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Committee Votes Educational Policy:

For:

Faculty

Thomas Brush
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Alice Pawley
Libby Richards
Antônio Sá Barreto
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Advisors

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Against:

Abstained:

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Committee Votes Faculty Affairs:

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Against:

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