




UNIVERSITY OF KENTUCKY

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MEMORANDUM

To: Senate Council  
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Davy Jones

Lee A. Edgerton  
Ernest F. Bailey  
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Rachel Watts  
Donald Clyde Storm

From: Michael T. Nietzel  
Provost 

Subject: Pilot Project, Winter Intersession

Date: November 26, 2003

I request Senate Council approval of the attached calendar for a new Winter Intersession, to begin as a small-scale pilot program in December 2004. Assuming approval, the new term will be evaluated following the pilot year. If adjustments to the initial schedule appear appropriate at that time, I would return to the Senate Council seeking approval to modify the Winter Intersession schedule as necessary.

Students will be permitted to enroll for a maximum of three credit hours in the Winter Intersession.

The close spacing of the current fall and spring schedules, as governed by University Senate Rule 2.1.2 B, in conjunction with the holidays makes scheduling difficult for courses not offered over the Web or in “blended” modes.

For that reason, I request that the Senate Council waive Senate Rule 5.2.1—“Credit for short courses of less than eight weeks shall be limited to one credit hour per week”—for the proposed Winter Intersession.

As indicated in the attached proposed schedule, Winter Intersession classes would begin on Monday, December 20, and final examinations would be held on Tuesday, January 11, the day prior to the start of Spring Semester 2005. Courses offered online or in “blended” electronic/traditional in-class delivery can continue to meet throughout that

period, requiring no waiver, but the combination of the holidays and student travel will make it necessary to suspend traditional/in-class instruction from December 24 through January 1. The period from the first day of class to the final examination is twenty-three days, but there will be only ten days of instruction in traditional/in-class courses. The six class-day holiday hiatus will provide extended time for students enrolling in traditionally offered courses to study and complete readings, projects, and assignments. The proposed Winter Intersession meets all other university, state, and SACS accreditation standards and is similar in format to a number of comparable approaches at other universities.

With this program, I am attempting to create options for enhancing student progress to degree. Information gathered from approximately thirty colleges and universities suggests that a winter term can be effective for that purpose. The term seems particularly appropriate for online courses, performance courses, group-interaction and group-dynamics offerings, Study Abroad and other educational trips, workshops, internships, reading courses, humanities enrichment electives, options for international students, options that allow students to lighten their load in another semester, and remediation, particularly where students have done poorly in a course during the fall and that course is the first in a scheduled two-semester sequence. These terms are successful and popular at institutions around the nation.

I have considered alternative Winter Intersession calendars that would extend the duration of that term, but the current close spacing of fall and spring semesters would require modification to the calendars of the fall and/or spring semesters to accommodate additional time for the Intersession. On that basis, I would prefer to establish the new term experimentally and then engage students and faculty in a fuller discussion of the larger academic calendar.

kh

cc: Lee T. Todd, Jr.

**Winter Intersession Calendar**  
December 2004 – January 2005

**December 20, 2004 – January 11, 2005**

December 20, 2004 – Monday – First day of classes

December 24, 2004 – January 1, 2005 – Friday through Sunday – on-campus classes will not meet; online and blended courses will continue normally

January 10, 2005 – Monday – Last day of classes

January 11, 2005 – Tuesday – Final Examinations

Upon approval, Tonya Prince will calculate drop dates, refund dates, and other dates required as part of the calendar based on existing University Senate rules and add them to the calendar used for publication.

**Winter Intersession On-campus** 3-credit hour courses will meet four hours per day for ten class periods plus the final examination period.

The final examination will be a two-hour block scheduled during the normal class period. Total class time is 40 hours/2,400 minutes of instruction plus 2 hours/120 minutes for the final examination, for a total of 42 hours/2,520 minutes.

For comparison: Fall 2004 MWF meeting patterns will meet **2,320** minutes

Fall 2004 TTh meeting patterns will meet **2,295** minutes

Spring 2005 MWF meeting patterns will meet **2,270** minutes

Spring 2005 TTh meeting patterns will meet **2,295** minutes

**Winter Intersession Online** classes will meet asynchronously throughout the December 20 – January 10 period without intermission. They are not governed by in-class hours. Online final examinations will occur on January 11. Their final examinations will be on January 12.

**On-Campus Classes will be held:**

Mon., Dec. 20	Tues., Dec. 21	Wed., Dec. 22	Thurs., Dec. 23	Not Fri., Dec. 24
Not Dec. 27	Not Dec. 28	Not Dec. 29	Not Dec. 30	Not Fri., Dec. 31
Mon., Jan. 3	Tues., Jan. 4	Wed., Jan. 5	Thurs., Jan 6	Fri., Jan 7
Mon, Jan. 10	<b>Final Tues, Jan. 11</b>			