

Memorandum

Date: 5/5/2025
To: Amy Banes-Bercelli, Associate Provost
From: Tricia Westergaard, Chair, Academic Calendar Development Committee
Re: Academic Calendar Development Committee Annual Report 2024-2025

Committee Activities for 2024–2025

During the 2024–2025 academic year, the ACDC engaged in the following activities aligned with its charge:

- **Campus-Wide Survey Development and Distribution**
Developed and distributed a comprehensive survey to faculty, staff, and students to gather feedback on academic calendar preferences and priorities. The survey was disseminated during the late Fall 2024 and early Winter 2025 semesters.
- **Educational Outreach: Creating the Academic Calendar**
Delivered a series of live presentations to campus stakeholders titled *Creating the Academic Calendar*, aimed at increasing transparency and understanding of the calendar development process. A recorded version of the presentation was also produced and shared widely to accompany the survey.
- **Survey Results Report**
Analyzed feedback from the campus-wide survey and developed the [ACDC Survey Results Overview](#) report. This report summarized key themes, campus priorities, and areas for further discussion.
- **Senate Presentation**
Presented the *Survey Results Overview* to the University Senate on April 17, 2025, providing a foundation for future discussions on academic calendar changes.
- **Review of Future Calendar**
Reviewed the proposed 2026–2027 Academic Calendar to ensure alignment with current guidelines and stakeholder input.
- **Development of Calendar Priorities**
Based on survey results and committee discussions, compiled a list of academic calendar priorities for future consideration by the committee and campus leadership.