

LWTech 2016-2017 Academic Calendar

Approved by Executive Cabinet 5/31/16

July							August							
Su	M	T	W	Th	F	Sa	Su	M	T	W	Th	F	Sa	
					1	2		1	2	3	4	5	6	
3	4★	5	6	7	8	9	7	8	9	10	11	12	13	
10	11	12	13	14	15	16	14	15	16	17	18	19	20	
17	18	19	20	21	22	23	21	22	23	24	25	26	27	
24	25	26	27	28	29	30	28	29	30	31				
31														
September							October							
Su	M	T	W	Th	F	Sa	Su	M	T	W	Th	F	Sa	
				1	2	3							1	
4	5★	6	7	8	9	10	2	3	4	5	6	7	8	
11	12	13	14	15	16	17	9	10	11	12	13	14	15	
18	19■	20◆	21■	22■	23○	24	16	17■	18	19	20	21	22	
25	26	27	28	29	30		23	24	25	26	27	28	29	
							30	31						
November							December							
Su	M	T	W	Th	F	Sa	Su	M	T	W	Th	F	Sa	
		1◆	2	3	4	5					1	2	3	
6	7	8	9	10	11★	12	4	5	6	7	8	9	10	
13	14	15	16	17	18	19	11	12□	13□	14○	15	16	17	
20	21	22	23	24★	25★	26	18	19	20	21	22	23★	24	
27	28	29	30				25	26★	27	28	29	30★	31	
January							February							
Su	M	T	W	Th	F	Sa	Su	M	T	W	Th	F	Sa	
1	2★	3	4	5	6	7				1	2	3	4	
8	9	10	11	12	13■	14	5	6	7◆	8	9	10	11	
15	16★	17	18	19	20	21	12	13	14	15	16	17	18	
22	23	24	25■	26	27	28	19	20★	21	22	23	24	25	
29	30	31					26	27	28					
March							April							
Su	M	T	W	Th	F	Sa	Su	M	T	W	Th	F	Sa	
			1	2■	3	4							1	
5	6	7	8	9	10	11	2	3	4	5	6	7	8	
12	13	14	15	16	17	18	9	10	11	12	13	14	15	
19	20	21	22□	23□	24○	25	16	17	18	19■	20	21	22	
26	27	28	29	30	31		23	24	25	26	27	28	29	
							30							
May							June							
Su	M	T	W	Th	F	Sa	Su	M	T	W	Th	F	Sa	
	1	2	3	4	5	6					1	2	3	
7	8	9◆	10	11	12	13	4	5	6	7	8	9	10	
14	15	16	17	18	19	20	11	12	13	14	15■	16■	17	
21	22	23	24	25	26	27	18	19□	20□	21	22	23	24	
28	29★	30	31				25	26	27	28	29	30		
Color Key:		Instructional Days (150 + 40 day summer)												
		★ Holidays (12)												
		◆ Advising Days (4)												
		■ Administrative Days - including Commencement (10)												
		□ Faculty Professional Responsibility Days (6)												
	○ Faculty Non-instructional Preparation Days (3)													

Instructional Days

50 days each for Fall, Winter, and Spring/ 40 days for Summer

What are they used for? Instruction. Classes are in session for all Instructional Days.

Required to attend? All Full-time Faculty, All Part-Time Faculty, All Staff (as scheduled by supervisor)

Use for a personal day? Yes, with advance approval from the Dean.

★ Holidays Non-Instructional – No classes in session.

12 per year: New Year's Day • Martin Luther King Jr. Day • Presidents Day • Memorial Day • Independence Day • Labor Day • Veterans Day • Thanksgiving • day after Thanksgiving • December 24th • December 25th • New Year's Eve

□ Faculty Professional Responsibility Days

6 days each year; 2 per quarter for Fall, Winter, and Spring

What are they used for? Non-Instructional – No classes in session. Faculty can use these days for grading and preparation for the upcoming quarter.

Required to attend? All Full-time Faculty, All Staff (as scheduled by supervisor). Part-time Faculty are optional.

Use for a personal day? Yes, with advance approval from the Dean.

◆ Advising Days

4 days each year

What are they used for? Non-Instructional – No classes in session. These days are used to advise students.

Required to attend? All Full-time Faculty, All Staff (as scheduled by supervisor). Part-time Faculty are optional.

Use for a personal day? Yes, with advance approval from the Dean.

■ Administration Days

10 days each year

What are they used for? Non-Instructional – No classes in session. May be used for In-services.

3 Days – professional development/ curriculum days scheduled by the Vice President of Instruction.

6 Days – professional days scheduled by the College administration.

1 Day – professional day scheduled by the College administration that includes commencement activities in June.

Required to attend? All Full-time Faculty, All Staff (as scheduled by supervisor). Part-time Faculty are optional.

Use for a personal day? Yes, with advance approval from the Dean.

○ Faculty Preparation Days

3 days each year

What are they used for? Non-Instructional – No classes in session. Faculty can use these days to do any necessary prep work to prepare for the upcoming quarter.

Required to attend? All Full-time Faculty, All Staff (as scheduled by supervisor). Part-time Faculty are optional.

Use for a personal day? Yes, with advance approval from the Dean.