

# LWTech 2017-2018 Academic Calendar

Approved by Executive Cabinet 10/11/16; revised version approved 5/16/17

| July |    |    |    |    |    |    |
|------|----|----|----|----|----|----|
| Su   | M  | T  | W  | Th | F  | Sa |
|      |    |    |    |    |    | 1  |
| 2    | 3  | 4★ | 5  | 6  | 7  | 8  |
| 9    | 10 | 11 | 12 | 13 | 14 | 15 |
| 16   | 17 | 18 | 19 | 20 | 21 | 22 |
| 23   | 24 | 25 | 26 | 27 | 28 | 29 |
| 30   | 31 |    |    |    |    |    |

| August |    |    |    |    |    |    |
|--------|----|----|----|----|----|----|
| Su     | M  | T  | W  | Th | F  | Sa |
|        |    | 1  | 2  | 3  | 4  | 5  |
| 6      | 7  | 8  | 9  | 10 | 11 | 12 |
| 13     | 14 | 15 | 16 | 17 | 18 | 19 |
| 20     | 21 | 22 | 23 | 24 | 25 | 26 |
| 27     | 28 | 29 | 30 | 31 |    |    |

| September |     |     |     |     |     |    |
|-----------|-----|-----|-----|-----|-----|----|
| Su        | M   | T   | W   | Th  | F   | Sa |
|           |     |     |     |     | 1   | 2  |
| 3         | 4★  | 5   | 6   | 7   | 8   | 9  |
| 10        | 11  | 12  | 13  | 14  | 15  | 16 |
| 17        | 18■ | 19■ | 20◆ | 21■ | 22○ | 23 |
| 24        | 25  | 26  | 27  | 28  | 29  | 30 |

| October |     |     |    |    |    |    |
|---------|-----|-----|----|----|----|----|
| Su      | M   | T   | W  | Th | F  | Sa |
| 1       | 2   | 3   | 4  | 5  | 6  | 7  |
| 8       | 9   | 10  | 11 | 12 | 13 | 14 |
| 15      | 16■ | 17  | 18 | 19 | 20 | 21 |
| 22      | 23  | 24  | 25 | 26 | 27 | 28 |
| 29      | 30  | 31◆ |    |    |    |    |

| November |    |    |    |     |     |    |
|----------|----|----|----|-----|-----|----|
| Su       | M  | T  | W  | Th  | F   | Sa |
|          |    |    | 1  | 2   | 3   | 4  |
| 5        | 6  | 7  | 8  | 9   | 10★ | 11 |
| 12       | 13 | 14 | 15 | 16  | 17  | 18 |
| 19       | 20 | 21 | 22 | 23★ | 24★ | 25 |
| 26       | 27 | 28 | 29 | 30  |     |    |

| December |     |     |     |    |     |    |
|----------|-----|-----|-----|----|-----|----|
| Su       | M   | T   | W   | Th | F   | Sa |
|          |     |     |     |    | 1   | 2  |
| 3        | 4   | 5   | 6   | 7  | 8   | 9  |
| 10       | 11□ | 12□ | 13○ | 14 | 15  | 16 |
| 17       | 18  | 19  | 20  | 21 | 22★ | 23 |
| 24       | 25★ | 26  | 27  | 28 | 29★ | 30 |
| 31       |     |     |     |    |     |    |

| January |     |    |    |    |    |    |
|---------|-----|----|----|----|----|----|
| Su      | M   | T  | W  | Th | F  | Sa |
|         | 1★  | 2■ | 3  | 4  | 5  | 6  |
| 7       | 8   | 9  | 10 | 11 | 12 | 13 |
| 14      | 15★ | 16 | 17 | 18 | 19 | 20 |
| 21      | 22  | 23 | 24 | 25 | 26 | 27 |
| 28      | 29  | 30 | 31 |    |    |    |

| February |     |    |    |    |    |    |
|----------|-----|----|----|----|----|----|
| Su       | M   | T  | W  | Th | F  | Sa |
|          |     |    |    | 1  | 2  | 3  |
| 4        | 5   | 6◆ | 7  | 8  | 9  | 10 |
| 11       | 12  | 13 | 14 | 15 | 16 | 17 |
| 18       | 19★ | 20 | 21 | 22 | 23 | 24 |
| 25       | 26  | 27 | 28 |    |    |    |

| March |    |    |     |     |     |    |
|-------|----|----|-----|-----|-----|----|
| Su    | M  | T  | W   | Th  | F   | Sa |
|       |    |    |     | 1   | 2■  | 3  |
| 4     | 5  | 6  | 7   | 8■  | 9   | 10 |
| 11    | 12 | 13 | 14  | 15  | 16  | 17 |
| 18    | 19 | 20 | 21□ | 22□ | 23○ | 24 |
| 25    | 26 | 27 | 28  | 29  | 30  | 31 |

| April |    |    |     |    |    |    |
|-------|----|----|-----|----|----|----|
| Su    | M  | T  | W   | Th | F  | Sa |
| 1     | 2  | 3  | 4   | 5  | 6  | 7  |
| 8     | 9  | 10 | 11  | 12 | 13 | 14 |
| 15    | 16 | 17 | 18■ | 19 | 20 | 21 |
| 22    | 23 | 24 | 25  | 26 | 27 | 28 |
| 29    | 30 |    |     |    |    |    |

| May |     |    |    |    |    |    |
|-----|-----|----|----|----|----|----|
| Su  | M   | T  | W  | Th | F  | Sa |
|     |     | 1  | 2  | 3  | 4  | 5  |
| 6   | 7   | 8◆ | 9  | 10 | 11 | 12 |
| 13  | 14  | 15 | 16 | 17 | 18 | 19 |
| 20  | 21  | 22 | 23 | 24 | 25 | 26 |
| 27  | 28★ | 29 | 30 | 31 |    |    |

| June |     |     |    |     |    |     |
|------|-----|-----|----|-----|----|-----|
| Su   | M   | T   | W  | Th  | F  | Sa  |
|      |     |     |    |     | 1  | 2   |
| 3    | 4   | 5   | 6  | 7   | 8  | 9   |
| 10   | 11  | 12  | 13 | 14■ | 15 | 16■ |
| 17   | 18□ | 19□ | 20 | 21  | 22 | 23  |
| 24   | 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 24<sup>th</sup> • December 25<sup>th</sup> • 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.