





MICHIGAN TECHNOLOGICAL UNIVERSITY

OFFICE OF THE PRESIDENT

TO: Robert Hutchinson, Senate President
Paige Short, Senate Vice President
Radwin Askari, Senate Secretary

FROM: Richard Koubek, President 

THROUGH: Andrew Storer, Provost & Senior Vice President for Academic Affairs 

DATE: February 26, 2024

SUBJECT: Michigan Tech University's Academic Calendar

The academic calendar is established through a senate proposal and is guided by Senate Procedure 101.1.1. In the Spring semester, the senate establishes the final calendar for two years' time and the provisional calendar for three years' time.

I understand that the Provost has spoken with you about the institution's need for an appropriate planning horizon in response to academic calendar dates. Given the complexities of developing campus programming based on the academic calendar and the necessity of long-range planning for some of the units on campus, we respectfully ask that the 2026-27 academic calendar and the 2027-28 provisional academic calendar be submitted by March 31, 2024. Moving forward, we propose that future calendars be submitted by February 28th.

If for some reason the academic calendar is not finalized by the dates proposed, I have asked the Provost's office to work in collaboration with the Senate and Registrar's office, guided by Senate Procedure 101.1.1, to provide campus with the academic calendar.

Please note that this does not preclude the Senate from developing proposals for changes in the academic calendar policy in accordance with the Senate Constitution for modification to future academic calendars that have not been formally submitted and approved.

Thank you for your continued work with regards to Michigan Tech's academic planning.