



NORTH CAROLINA COMMUNITY COLLEGE SYSTEM

Dr. William S. Carver, II

Interim President

December 11, 2020

MEMORANDUM

TO: Community College Presidents

FROM: William S. Carver, II, Interim President

RE: Spring 2021 Academic Calendar Flexibility

The purpose of this memo is to provide colleges additional flexibility when scheduling the Spring 2021 academic term. College boards of trustees, per 1G SBCCC 200.93, have the authority to establish the beginning and end date of the Spring term within the timeframe of January 1 – May 15, unless the System President grants an exception. Given the unprecedented disruption to instruction caused by the COVID-19 pandemic, a blanket exception will be allowed. All colleges wanting to end the Spring 2021 term after May 15 may do so if all the following conditions are met:

- The college's Summer 2021 term must begin after the Spring 2021 term end date.
- Per the 2020-2021 Annual Reporting Plan, the Spring Estimated FTE Report remains due March 11, 2021 and the Spring Institutional Class Report (ICR) remains due June 7, 2021. Therefore, the census date for the 16-week term should occur no later than 1 week prior to the due date for the Spring Estimated FTE report (March 11, 2021).
- The Spring Term should end no later than May 28.

Colleges utilizing this temporary flexibility do not need to submit a request or any additional documentation.

As always, colleges have the flexibility to determine the length of the Spring 2021 term and individual course sections may vary if credit hours are assigned, and membership hours are reported consistent with System policies. Colleges may also use existing flexibility to schedule curriculum course sections that fall outside the academic term beginning and end dates if needed to meet the needs of constituent groups (for example, courses provided at high schools, military bases, prisons, or at the specific request of business).

CC: Kimberly Gold, Vice President and Chief Academic Officer

CC20-068
Via Email