



<b>CHAPTER 4</b>	<b>SECTION NO.</b>
College Operations	4.03.01
<b>REFERENCE</b>	<i>Adopted: July 17, 2012</i>
4.03.01 Academic Calendar	<i>Reviewed: July 17, 2012; June 9, 2026</i>
	<i>Revised: June 9, 2026</i>

The Kishwaukee College Board of Trustees shall approve an academic calendar establishing instructional terms in compliance with ICCB requirements. The Academic Calendar shall include the beginning and ending dates of instructional terms, registration periods, final examination periods, and grading deadlines. The academic calendar shall be developed by the administration in consultation with appropriate academic governance bodies and submitted to the Board of Trustees for approval.

The College schedules sufficient instructional and testing days each semester to comply with minimum State requirements and accreditation standards. The College shall operate on an academic calendar that provides two academic semesters (Fall and Spring) consisting of at least 15 weeks (at least 75 days of instruction each) and one summer semester. The typical length of terms during an academic semester include 1, 4, 6-, 8-, 10- 12- and 16-week terms. The typical length of terms during a summer semester include 4-, 6-, 8-, 10- and 12-week terms. For purposes of administration, the summer session is considered a special session outside the academic year calendar.

Courses/classes may be scheduled between academic terms, spanning academic terms, for a shorter time frame than the academic term or for a longer time frame than the academic term, if the schedule provides sufficient duration and contact hours to meet the requirements outlined in the Course Credit Hour Determination Policy 3.06-01.

If an emergency such as a fire, flood or strike makes it necessary for the College to shorten one of its academic terms, the length of the term may be shortened, but only to the extent that enables all courses to meet the contact hours specified in the Course Credit Hour Determination Policy.

**Academic Year Length**

Full-time 9-month faculty shall be employed for a thirty-nine (39) week contractual period for each year. The 9-month faculty work year shall begin on the Monday immediately preceding the start of Fall semester classes, as established by the College’s approved academic calendar, and shall conclude at Spring commencement/graduation in May. Full-time 9-month faculty are not required to report to campus on the Monday or Tuesday immediately preceding the start of Fall semester classes.

Nothing in this policy shall be construed to limit the Board’s ability to offer summer, supplemental, overload, or other assignments outside the thirty-nine (39) week contract period, which shall be voluntary and compensated in accordance with the applicable provisions in their respective collective bargaining agreement.