At the Regular Meeting of the Faculty of Arts and Sciences on Tuesday, April 4, 2017, the following vote was passed:

VOTED:

1. That, beginning in the fall semester of 2018, the instructional day shall be organized around designated class start times and fixed pass times. No class shall start at a time other than the designated class start times.

2. That the class start times on the Cambridge side of our campus are 45 minutes offset from the class start times on the Allston side.

3. That, on each of the Cambridge and Allston sides of our campus, class start times are separated by 90 minutes.

4. That designated class start times are: 9:00 a.m., 10:30 a.m., 12 noon, 1:30 p.m., 3:00 p.m., 4:30 p.m., 6:00 p.m., and 7:30 p.m. on the Cambridge side of our campus; and 9:45 a.m., 11:15 a.m., 12:45 p.m., 2:15 p.m., 3:45 p.m., 5:15 p.m., 6:45 p.m., and 8:15 p.m. on the Allston side of our campus.

5. That, beginning at a designated start time, class shall run up to 75 minutes, with the last 15 minutes of the 90 minutes reserved for pass time between classes.

6. That classes, seminars, colloquia, and labs requiring more than 75 minutes in any single meeting shall begin from a specified subset of the designated class start times and shall not end in any subsequent pass time.

7. That designated start times for classes, seminars, colloquia, and labs requiring more than 75 minutes are: 9:00 a.m., 12 noon, 3:00 p.m., and 6:00 p.m. on the Cambridge side of our campus; and 9:45 a.m., 12:45 p.m., 3:45 p.m., and 6:45 p.m. on the Allston side of our campus.

8. That, with approval of the Dean of Undergraduate Education, once- or twice-weekly seminars of two hours may begin at 9:45 a.m. rather than be required to begin at 9:00 a.m.

9. That instructors who wish to start their classes before the earliest class start time or after the latest class start time on either side of our campus must obtain permission for this undesignated start time from the Dean of the Faculty of Arts and Sciences.

10. That courses meeting more than once per week shall be scheduled in the Monday-Wednesday-Friday sequence or the Tuesday-Thursday sequence. Courses meeting four or more times per week may schedule across the five days as the course head(s) deems best.
11. That each department shall schedule its courses that meet two or three times a week so that the number of these courses that meet Tuesday-Thursday is no more than two more or no less than two less than the total number that meet Monday-Wednesday-Friday. Courses that meet once per week (e.g., seminars) or that meet four or more times per week (e.g., language and math classes, among others) shall not be subject to this sequence-balancing rule.

12. That each department shall schedule its courses so that the difference between the most used start time and the least used start time for its courses is no greater than two courses in the period 9:00 a.m. to 4:00 p.m. inclusive. Courses that meet once per week or that meet four or more times per week are exempt from this time-balancing rule.

13. That this new schedule shall be reviewed by the Faculty Council and a report presented to the Faculty in the fall semester of 2019 and again five years later.

Explanatory Note: The following chart illustrates some of the concepts described in this legislation.

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