

This communication is to provide updated information related to lost instructional time due to Hurricane Florence. As has been previously communicated, the following decisions have been made by Academic Affairs in consultation with faculty leadership:

1. Fall Break has been cancelled. Thursday (October 11th) and Friday (October 12th) classes will follow the amended Thursday and Friday schedule found below in Tables 1 and 2.
2. Reading Day has been cancelled. Thursday (December 6th) will follow the amended Thursday schedule found below in Table 2.
3. Friday (December 7th) is now a regular class day following the amended Monday schedule found below in Table 1.
4. The final exam schedule will be shifted to begin on Monday, December 10th following the final exam schedule that will be distributed by the Registrar as soon as possible. All Saturday, December 8th final exams remain on that day.
5. Please note that there are revised start and end times for most classes, as reflected below in Tables 1 and 2.
6. Even after making the schedule adjustments below it will remain necessary to account for some additional minutes of lost instructional time. The number of minutes necessary to make up is reflected in Table 3 below. The faculty directed instructional minutes can take a variety of formats (for example, out of class /online assignments, additional readings, face to face meetings as appropriate, or other reasonable approaches).

Lost instructional time must be recovered to protect the academic integrity of our curriculum, to ensure accreditation compliance, and be reflected in a revised syllabus. You may have specific questions about how the adjustments above will impact your courses and we encourage you to work with your department chair/school director/program director to find solutions.

We appreciate everyone's patience as we worked together to address lost instructional time and chart of roadmap for the balance of the semester. We remain confident in our faculty's ability to adapt to the changes in the academic calendar. We appreciate your flexibility and professionalism.

- Provost Marilyn Sheerer and Steve Meinhold, Faculty Senate President

Table 1 – Adjusted Faculty Class Schedule Times for Monday (M), Wednesday (W), and Friday (F) course offerings

Courses Held on MWF, MW, and Single Day M, W, or F

Original Start Time	New Start All	MWF New Finish (55 minutes of instruction per class)	MW New Finish (1 hour, 20 minutes of instruction per class)	1-Day/Wk New Finish (2 hours, 50 minutes instruction per class)
8:00 AM	7:45 AM	8:40 AM	9:05 AM	10:35 AM
9:00 AM	8:50 AM	9:45 AM	10:10 AM	11:40 AM
10:00 AM	9:55 AM	10:50 AM	11:15 AM	12:45 PM
11:00 AM	11:00 AM	11:55 AM	12:20 PM	1:50 PM
12:00 PM	12:05 PM	1:00 PM	1:25 PM	2:55 PM
12:30 PM	12:30 PM		1:50 PM	3:20 PM
1:00 PM	1:10 PM	2:05 PM	2:30 PM	4:00 PM
2:00 PM	2:15 PM	3:10 PM	3:35 PM	5:05 PM
2:30 PM	2:45 PM		4:05 PM	5:35 PM
3:00 PM	3:20 PM	4:15 PM	4:40 PM	6:10 PM
3:30 PM	3:50 PM		5:10 PM	6:40 PM
4:00 PM	4:25 PM	5:20 PM	5:45 PM	7:15 PM
4:30 PM	4:55 PM		6:15 PM	7:45 PM
5:00 PM	5:30 PM	6:25 PM	6:50 PM	8:20 PM
5:30 PM	6:00 PM		7:20 PM	8:50 PM
6:00 PM	6:35 PM	7:30 PM	7:55 PM	9:25 PM
6:30 PM	7:05 PM		8:25 PM	9:55 PM
7:00 PM	7:40 PM	8:35 PM	9:00 PM	10:30 PM
7:30 PM	8:10 PM		9:30 PM	
8:00 PM	8:45 PM	9:40 PM	10:05 PM	

Notes: This covers most class start and end times. Across UNCW, some courses are scheduled outside of the standard course grid. Faculty should work with department chair/director to address other start/end times as needed.

Table 2 – Adjusted Faculty Class Schedule Times for Tuesday (T) and Thursday (R) course offerings

Courses Held on TR, and Single Day T or R

Original Start Time		New Start All	TR New Finish (1 hour, 20 minutes of instruction per class)	1-Day/Wk New Finish (2 hours, 50 minutes instruction per class)
8:00 AM		8:00 AM	9:20 AM	10:50 AM
9:30 AM		9:30 AM	10:50 AM	12:20 PM
11:00 AM		11:00 AM	12:20 PM	1:50 PM
12:30 PM		12:30 PM	1:50 PM	3:20 PM
2:00 PM		2:00 PM	3:20 PM	4:50 PM
3:30 PM		3:30 PM	4:50 PM	6:20 PM
5:00 PM		5:00 PM	6:20 PM	7:50 PM
6:30 PM		6:30 PM	7:50 PM	9:20 PM
8:00 PM		8:00 PM	9:20 PM	

Notes: This covers most class start and end times. Across UNCW, some courses are scheduled outside of the standard course grid. Faculty should work with department chair/director to address other start/end times as needed.

Table 3 – Remaining Faculty Directed Adjusted Time Requirements

The table below shows the number of instructional minutes that faculty will determine activities to make up for lost instructional time. Minutes have been calculated for 3-credit, 2-credit, and 1-credit hour courses. 4-credit hour course may require increased time depending on the designated contact hours for the course. Please work with department chairs/directors to address these situations.

Course Schedule	Minutes by Course Credit		
	3 Credit	2 Credit	1 Credit
MWF (before noon)	145	97	48
MW (before noon)	105	70	35
M (before noon)	0	0	0
MWF (after noon)	195	130	65
MW (after noon)	180	120	60
M (after noon)	55	37	18
TR (all)	185	123	62
T (all)	60	40	20
W (all)	65	43	22
R (all)	65	43	22
F (all)	235	157	78