### School of Communication and Information
#### Academic Year Schedule 2023-24

**FALL 2023 TERM**

Classes begin Tuesday, September 5 (day after Labor Day)

**Change of designation days** during the week of Thanksgiving:
- Tuesday, November 21 will run on a THURSDAY schedule
- Wednesday, November 22 will run on a FRIDAY schedule

No classes during Thanksgiving recess, Thursday, November 23 through Sunday, November 26
This means that Saturday classes are not held that week.

**End of semester for undergraduate** classes:
- Last day of classes: Wednesday, December 13
- Reading day: Thursday, December 14
- Final exams: Friday, December 15 through Friday, December 22

**End of semester for graduate** classes:
- Last day of classes: Wednesday, December 20

<table>
<thead>
<tr>
<th>Week</th>
<th>Mon classes will be held on:</th>
<th>Tuesday classes will be held on:</th>
<th>Wednesday classes will be held on:</th>
<th>Thursday classes will be held on:</th>
<th>Friday classes will be held on:</th>
<th>Saturday classes have fewer than 15 meetings</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>11-Sep</td>
<td>5-Sep</td>
<td>6-Sep</td>
<td>7-Sep</td>
<td>8-Sep</td>
<td>Please</td>
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<tr>
<td>2</td>
<td>18-Sep</td>
<td>12-Sep</td>
<td>13-Sep</td>
<td>14-Sep</td>
<td>15-Sep</td>
<td>contact</td>
</tr>
<tr>
<td>3</td>
<td>25-Sep</td>
<td>19-Sep</td>
<td>20-Sep</td>
<td>21-Sep</td>
<td>22-Sep</td>
<td>us</td>
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<tr>
<td>4</td>
<td>2-Oct</td>
<td>26-Sep</td>
<td>27-Sep</td>
<td>28-Sep</td>
<td>29-Sep</td>
<td>if you have questions</td>
</tr>
<tr>
<td>5</td>
<td>9-Oct</td>
<td>3-Oct</td>
<td>4-Oct</td>
<td>5-Oct</td>
<td>6-Oct</td>
<td>about</td>
</tr>
<tr>
<td>9</td>
<td>6-Nov</td>
<td>31-Oct</td>
<td>1-Nov</td>
<td>2-Nov</td>
<td>3-Nov</td>
<td>schedule</td>
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<tr>
<td>10</td>
<td>13-Nov</td>
<td>7-Nov</td>
<td>8-Nov</td>
<td>9-Nov</td>
<td>10-Nov</td>
<td></td>
</tr>
<tr>
<td>11</td>
<td>20-Nov</td>
<td>14-Nov</td>
<td>15-Nov</td>
<td>16-Nov</td>
<td>17-Nov</td>
<td></td>
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<tr>
<td>12</td>
<td>27-Nov</td>
<td>28-Nov</td>
<td>29-Nov</td>
<td>21-Nov (Tue)</td>
<td>22-Nov (Wed)</td>
<td></td>
</tr>
<tr>
<td>13</td>
<td>4-Dec</td>
<td>5-Dec</td>
<td>6-Dec</td>
<td>30-Nov</td>
<td>1-Dec</td>
<td></td>
</tr>
<tr>
<td>14</td>
<td>11-Dec</td>
<td>12-Dec</td>
<td>13-Dec</td>
<td>7-Dec</td>
<td>8-Dec</td>
<td></td>
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<tr>
<td>15</td>
<td>18-Dec</td>
<td>19-Dec</td>
<td>20-Dec</td>
<td>14-Dec</td>
<td>15-Dec</td>
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</tbody>
</table>

Here is a list of when the 15 class meetings are for each day’s schedule. Dates in red are days when the schedule is running on a different day than you would expect. (Also note that Saturday classes have fewer than 15 meetings so each class is slightly longer; contact us if you have questions.)
**WINTER 2024 TERM**

Friday, December 22 through Friday, January 12

**SPRING 2024 SEMESTER**

Classes begin Tuesday, January 16 (day after M.L. King Day)

No classes during Spring Break, Saturday, March 9 through Sunday, March 17
PLEASE NOTE if you are teaching a Saturday or Sunday class, this means you miss two meetings for Spring Break

End of semester for undergraduate classes:
Last day of classes: Monday, April 29
Reading days: Tuesday, April 30 and Wednesday, May 1
Final exams: Thursday, May 2 through Wednesday, May 8

End of semester for graduate classes:
Last day of classes: Monday, May 6

**SUMMER 2024 TERM**

First session classes begin on Tuesday, May 28
Last session classes end on Wednesday, August 14

**For those teaching fully asynchronous classes:**

The standard for awarding credits is defined based on face-to-face classes: campus-based three-credit classes should be, per week, 3 contact hours plus 2 to 3 hours of out-of-class work over a 15 week semester. Asynchronous classes should have equivalent workloads although obviously there are no “contact hours” per se. In winter and summer, the terms are compressed but the assumption is that the workload comes to a similar total as the same class taught during fall or spring.

In creating your plan for a fully asynchronous class, you are welcome to arrange the deadlines as you wish between the first day of classes and the last day of classes for the term. The course description and learning outcomes should be the same as for campus-based classes, and we ask you to make a syllabus available on the first day of classes for the term that includes information about how the schedule for your class works.

Please do not have assignments due or exams given on days when there are no classes, such as Thanksgiving weekend or Spring Break.
HOLIDAYS THAT OCCUR DURING DAYS RUTGERS IS OPEN MAY AFFECT ATTENDANCE IN CLASSES AND MEETINGS

Please note the responsibility of faculty and instructors, as well as religiously observant students, outlined in the university policy:

It is University policy to excuse, without penalty, students who are absent from class because of religious observance and to allow the make-up of work missed because of such absence. Examinations and special required out-of-class activities shall ordinarily not be scheduled on those days when religiously observant students refrain from participating in secular activities. Absences for reasons of religious obligation shall not be counted for purposes of reporting.

Students are advised to provide timely notification to instructors about necessary absences for religious observances and are responsible for making up the work or exams according to an agreed-upon schedule.

*Note that Jewish and Muslim holy days begin at sundown on the first day indicated.

Please consult the following resources with information about religious holidays and observances to help you plan your classes, meetings, and work schedules:

Rutgers Student Affairs website on Absences for Religious Holidays which includes policy statements and lists of dates.

Rutgers Office of Equity and Inclusion website on Respect Faith Practices which includes policy statements and lists of dates.

Center for Islamic Life at Rutgers University has a Ramadan guide available from 2023. They will update it before Ramadan next starts, the evening of March 10, 2024, but the helpful tips are still applicable.

Rutgers Hillel has a sheet on Navigating the Jewish High Holiday Season from 2023. They will update it before Rosh Hashana next begins, the evening of September 15, 2023, but the helpful tips are still applicable.

Federal holidays can be found on this U.S. Office of Personnel Management site.

New Jersey State holidays can be found on this site.

The following chart is reprinted from the Rutgers University Equity and Inclusion site linked above:

<table>
<thead>
<tr>
<th>Date(s)</th>
<th>Holiday or Observance</th>
<th>Religion</th>
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</thead>
<tbody>
<tr>
<td>September 15-17, 2023*</td>
<td>Rosh Hashanah</td>
<td>Jewish</td>
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<tr>
<td>September 24-25, 2023*</td>
<td>Yom Kippur</td>
<td>Jewish</td>
</tr>
<tr>
<td>September 26-27, 2023*</td>
<td>Mawlid al-Nabi</td>
<td>Islamic</td>
</tr>
<tr>
<td>September 29 - October 6, 2023*</td>
<td>Sukkot</td>
<td>Jewish</td>
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</tbody>
</table>
SELECTED CONFERENCES in our disciplines (dates as of July 7, 2023)

Arranged chronologically

Association for Education in Journalism and Mass Communication (AEJMC)  
August 7 – 10, 2023  Washington, DC

Association for Library and Information Science Conference (ALISE)  
October 2 - 5, 2023  Milwaukee, WI

Association for Information Science and Technology (ASIS&T) October 27 – 31, 2023  London, United Kingdom

National Communication Association (NCA), Seattle, WA  
November 16 - 19, 2023  Forest Heights, MD

New Jersey Association of School Librarians (NJASL) December 3 - 5, 2023  Atlantic City, NJ

Library Learning Experience, American Library Association (ALA)  
January 19 - 22, 2024  Baltimore, MD

Eastern Communication Association, Buffalo, NY  
March 20 - 24, 2024  Cambridge, MA

Kentucky Conference on Health Communication (alternates with D.C. Health COMM Conference) April 3 – 6, 2024  Lexington, KY

iConference, Virtual Conference  
April 15 – 18, 2024  Virtual Conference

April 22 – 26, 2024  Changchun, China

International Conference on Media Industries  
April 16 – 19  Kings College, London

New Jersey Library Association  
Net yet announced for 2024, usually in May/June  Atlantic City,

International Communication Association (ICA) June 20 - 24, 2024  Gold Coast, Australia

American Library Association (ALA) Conference

Spring 2024 dates not provided as of the date of this document.
June 27 – July 2, 2024 | San Diego, CA
ACM SIGIR, Virtual Conference
  Not yet announced for 2024, usually in July.
International Association of School Librarianship (IASL), Virtual Conference Not yet announced for 2024, usually in July.
International Federation of Library Associations and Institutions (IFLA), Virtual Conference Not yet announced for 2024, usually in August | Rotterdam, The Netherlands
Special Libraries Association (SLA), Conference
  Not yet announced for 2024, usually July/August
International Association for Media and Communication Research (IAMCR)
  Not yet announced for 2024, usually in July (likely in New Zealand, soon after ICA)