The Honorable Denise Moreno Ducheny
Chair, Joint Legislative Budget Committee
State Capitol, Room 5035
Sacramento, California 95814

Dear Senator Ducheny:

On June 21, 2007, the University of California instituted a Policy for Addressing Religious Holiday Conflicts with Residence Hall “Move-In” Days. The new policy was developed in consultation with the Legislature in response to concerns raised by members of the Jewish community over conflicts that had arisen between fall residence hall move-in days and the Jewish High Holy Days of Rosh Hashanah and Yom Kippur. A copy of the policy is provided in Appendix A.

The policy provides that UC will submit written reports to the Senate Education Committee and the Assembly Higher Education Committee in September 2007 and March 2008 on its progress of implementing the new policy. The University is also to develop a set of written guidelines to delineate considerations of exceptions to the policy for setting future academic calendar dates that avoid residence hall move-in day conflicts with major religious holiday observances. These exceptions guidelines are to be completed, and a final report to the Legislature also is to be submitted in June 2008. This document represents this final report to the Legislature.

If you have any questions regarding this report, Associate Vice President Debora Obley would be pleased to speak with you. She can be reached by telephone at (510) 987-9112, or by e-mail at Debora.Obley@ucop.edu.

Sincerely,

Robert C. Dynes

Enclosure

cc: The Honorable Jack Scott, Chair
The Honorable Mark Wyland, Vice Chair
The Honorable Elaine Alquist
The Honorable Jeff Denham
(cc list continued on next page)
(cc list continued)

The Honorable Abel Maldonado
The Honorable Alex Padilla
The Honorable Gloria Romero
The Honorable Joe Simitian
The Honorable Tom Torlakson
The Honorable Anthony J. Portantino - Chair
The Honorable Shirley Horton - Vice Chair
The Honorable Juan Arambula
The Honorable Jim Beall Jr.
The Honorable Paul Cook
The Honorable Cathleen Galgiani
The Honorable Ira Ruskin
Provost Wyatt R. Hume
Executive Vice President Katherine N. Lapp
Vice President Patrick J. Lenz
Associate Vice President Debora Obley
Interim Assistant Vice President Karen French
Interim Associate Director Jenny Kao
Policy for Addressing Religious Holiday Conflicts with Residence Hall "Move-In" Days

2007-08 Legislative Session

UNIVERSITY OF CALIFORNIA
Office of the President
June 2008
UNIVERSITY OF CALIFORNIA

Implementation of Policy for Addressing Religious Holiday Conflicts with Residence Hall “Move-In” Days

Final report to the Senate Education and Assembly Higher Education Committees

June 2008

BACKGROUND

On June 21, 2007, the University of California instituted a Policy for Addressing Religious Holiday Conflicts with Residence Hall “Move-In” Days. The new policy was developed in consultation with the Legislature in response to concerns raised by members of the Jewish community over conflicts that had arisen between fall residence hall move-in days and the Jewish High Holy Days of Rosh Hashanah and Yom Kippur. A copy of the policy is provided in Appendix A.

The policy provides that UC will submit written reports to the Senate Education Committee and the Assembly Higher Education Committee, in September 2007 and March 2008, on its progress of implementing the new policy. The University is also to develop a set of written guidelines to delineate considerations of exceptions to the policy for setting future academic calendar dates that avoid residence hall move-in day conflicts with major religious holiday observances. These exceptions guidelines are to be completed and a final report to the Legislature is to also be submitted in June 2008. This document represents this final report to the Legislature.

POLICY IMPLEMENTATION

I. Residence Hall “Move-In” for Fall 2007

Some aspects of the policy, specifically those sections that direct how campuses should manage conflicts that arise between major religious holidays and fall residence hall move-in dates, were made effective immediately. Although the policy was only adopted in late June 2007, each of the UC campuses committed to implement changes necessary to comply with these new policy requirements in time for the fall 2007 residence hall move-in period. A summary of campus implementation plans and examples of campus communications to students regarding the policy, which were included in the September 2007 progress report, is provided in Appendix B.

The University undertook an evaluation of these campus implementation procedures from the fall 2007 residence hall move-in period in an effort to improve campus implementation of this policy in the future. The Department of Student Affairs conducted the review of the fall 2007 campus move-in processes and identified best practices and recommendations. This report has been shared with the campus Housing Directors for their review and to provide guidance to improve policy implementation for
future residence hall move-in periods. A copy of this best practices report, which was included in the March 2008 progress report, is provided in Appendix C.

II. Policy Exceptions Guidelines

Section 2 of the Policy for Addressing Religious Holiday Conflicts with Residence Hall “Move-In” Days calls on the University to develop written guidelines to delineate considerations of exceptions to the policy. These guidelines are to direct how the University will consider requests for exceptions to the policy’s requirement that future academic calendar dates avoid fall residence hall move-in day conflicts with major religious holiday observances. Exceptions to the policy are to be made only if there are overriding academic or administrative considerations that would make such a calendar unworkable.

A. Task Force to Develop Guidelines

A special task force was convened for the purpose of developing these policy exceptions guidelines. The task force included representatives from the various University bodies responsible for developing campus calendars and implementing the religious holiday move-in policy, such as the Academic Council, Council of Registrars, Housing and Residential Life Directors, and Student Affairs. Joyce Justus, Vice Provost for Educational Relations, UC Office of the President, chaired the group. The task force appointment letter and a list of task force members are provided in Appendix D.

The task force met a total of three times, twice by teleconference in November and May, and once in person in January. In developing the set of exceptions guidelines, the group reviewed the University’s policies, and those of other educational institutions, related to establishing academic calendars and the accommodation of religious holidays.

B. Consultation with Religious Leaders

The University agreed to consult with religious community leaders, including Jewish community leaders, as part of the development of the exceptions guidelines. In accordance with this agreement, the task force worked with Student Affairs to identify several campus interfaith groups with representatives from a broad spectrum of religions to participate in the review of the proposed exceptions guidelines. In collaboration with the campuses, meetings were arranged with campus interfaith groups from Davis, Los Angeles, and Santa Cruz. Prior to each meeting, members of each interfaith group received an invitation to attend a discussion on the University’s Policy for Addressing Religious Holiday Conflicts with Residence Hall “Move-In” Days and to review the proposed Guidelines on Exceptions to the Policy for Addressing Religious Holiday Conflicts with Residence Hall “Move-In” Days. Both the policy and proposed guidelines were included in the invitation, and members were encouraged to forward comments via email, if they were unable to attend their respective meetings. A sample invitation is provided in Appendix E.
Each meeting began with a review of the *Policy for Addressing Religious Holiday Conflicts with Residence Hall “Move-In” Days* and was followed by a discussion of how the policy was implemented on their campus during fall 2007 residence hall move-in. Once that background information was provided, each group discussed the task force’s proposed *Guidelines on Exceptions to the Policy for Addressing Religious Holiday Conflicts with Residence Hall “Move-In” Days*. Overall the religious leaders that participated in the consultation process expressed appreciation for the establishment of the *Policy for Addressing Religious Holiday Conflicts with Residence Hall “Move-In” Days* and the work the University has done to implement the policy. In reviewing the proposed *Guidelines on Exceptions to the Policy for Addressing Religious Holiday Conflicts with Residence Hall “Move-In” Days*, they found the document and its recommended exceptions to be reasonable, and voiced no concern that the University move forward in adopting the document in its proposed form.

A recommendation that interfaith groups be consulted in the process for developing future academic calendars was made by the interfaith group at Los Angeles for the purpose of insuring that the University is aware of all major religious holidays occurring during the “move-in” period for the academic years in consideration. However, a process for the development of future calendars has been adopted by the Council of University Registrars which incorporates the review of interfaith calendars, making additional consultation unnecessary.

A report on these consultations with campus interfaith groups, including information on invitees, attendees, and the comments received, is provided in Appendix F.

### C. Finalized Exceptions Guidelines

The task force completed its work and finalized the *Guidelines on Exceptions to the Policy for Addressing Religious Holiday Conflicts with Residence Hall “Move-In” Days* during its final meeting on May 28, 2008. These policy exceptions guidelines are in the process of being formally issued by the UC Office of the President. The guidelines direct how the University will consider requests for exceptions to the policy that academic calendar dates after 2010 avoid fall residence hall move-in day conflicts with major religious holiday observances. Exceptions to the policy are to be avoided and will be made only in rare instances where there are significant overriding academic or administrative considerations that would make such a calendar unworkable. A copy of the approved guidelines is provided in Appendix G.

### III. Future Calendar Development

In accordance with section 2 of the *Policy for Addressing Religious Holiday Conflicts with Residence Hall “Move-In” Days*, the University is to avoid scheduling fall residence hall move-in days that conflict with the observance of a major religious holiday when setting common academic calendar start dates after 2010. The Council of University Registrars has been leading the development of these future calendars, and a proposal for the 2011-12 to 2015-16 academic calendars for UC’s quarter term campuses (Davis,
Irvine, Los Angeles, Riverside, San Diego, Santa Barbara and Santa Cruz) has been approved. A campus example of the quarter academic calendar proposal for 2011-12 to 2015-16 is provided in Appendix H. A similar proposal for the 2011-12 to 2015-16 academic calendars is being developed by the semester term campuses (Berkeley and Merced) and is in the process of being finalized. Academic calendar proposals from each campus are to be submitted by August 1, 2008, to Provost and Executive Vice President Wyatt R. Hume for review and approval (Appendix I). These campus calendar proposals will be reviewed for compliance with the Policy for Addressing Religious Holiday Conflicts with Residence Hall “Move-In” Days and other relevant University policies.

The University Registrars have taken into account religious holidays when developing these academic calendar proposals for the quarter and semester campuses, and in doing so have successfully avoided conflicts between fall residence hall move-in days and major religious holidays for the 2011-12 to 2015-16 academic years. Similar considerations are expected to be made, in accordance with the University’s Policy for Addressing Religious Holiday Conflicts with Residence Hall “Move-In” Days, during the development of all other future academic calendars. It is expected that the University will continue to successfully avoid conflicts between fall residence hall move-in days and major religious holidays during these future academic years.
REPORT APPENDICES


Appendix B. University of California, Department of Student Affairs, “Summary of fall 2007 campus implementation plans and communications,” September 2007


Appendix D. Task Force to Develop Guidelines for Exceptions to the Religious Holiday/Move-In Policy, appointment letter and roster

Appendix E. Joyce B. Justus, Vice Provost, Educational Relations, to University Religious Council, UC Davis, April 23, 2008

Appendix F. University of California, Department of Student Affairs, “Guidelines on Exceptions to the Policy for Addressing Religious Holiday Conflicts with Residence Hall “Move-In” Days, Campus Interfaith Consultations,” May 2008

Appendix G. University of California, *Guidelines on Exceptions to the Policy for Addressing Religious Holiday Conflicts with Residence Hall “Move-In” Days*

Appendix H. UCLA Academic and Administrative Calendars Worksheet, 2011-12 to 2015-16 proposed dates

Appendix I. Wyatt R. Hume, Provost and Executive Vice President, to Chancellors, “Common Academic Calendar Start Dates,” April 25, 2008
CHANCELLORS

Dear Colleagues:

Policy for Addressing Religious Holiday Conflicts with Residence Hall “Move-In” Days

The enclosed Policy for Addressing Religious Holiday Conflicts with Residence Hall “Move-In Days” is effective on the dates contained in the policy. Paragraphs 3, 4, and 5 are effective immediately and the campuses should ensure they are implemented before students move into campus residence halls in fall 2007. Campuses shall also begin the process for implementing paragraph 2 and the effective date for implementation shall be no later than June 1, 2008. Any future academic calendars adopted by the University shall comply with this policy.

Representatives of the Jewish community and members of the California Legislature have expressed a desire for the University to avoid the conflicts that have arisen between fall residence hall move-in days and the Jewish High Holy Days of Rosh Hashanah and Yom Kippur. Concerns over previous conflicts led to the development of this policy in consultation with members of the Jewish community and the Legislature.

In developing the guidelines referenced in paragraph 2 of this policy, the University has agreed to and will consult with religious community leaders, including Jewish community leaders. The policy also requires the University to report to the Legislature as we develop these guidelines.

Questions concerning the Policy should be directed to the Provost and Executive Vice President for Academic and Health Affairs.

Sincerely,

Robert C. Dynes

Enclosure
Policy for Addressing Religious Holiday Conflicts with Residence Hall “Move-In” Days

1. This policy is adopted by the University as a result of conflicts that have arisen over the years, including in the fall of 2006, between fall residence hall move-in days and the Jewish High Holy Days of Rosh Hashanah and Yom Kippur.

2. In setting the common academic calendar after 2010, the responsible University bodies – the Registrars, the Academic Senate (both campus Divisions and the Academic Council), Office of the President staff, and campus calendar committees -- shall choose calendars (semester and quarter) that avoid scheduling fall residence hall move-in days for students that conflict with the observance of a major religious holiday. Exceptions are to be made only if there are overriding academic or administrative considerations that would make such a calendar unworkable. The University will develop written guidelines to delineate such considerations. For example, these might include the need to complete the required minimum number of instructional days and the need to finish summer quarter before the move-in dates.

The University shall provide written reports on its progress in developing the written guidelines to the Senate Education Committee and the Assembly Higher Education Committee on September 1, 2007 and March 1, 2008. The University shall complete development of the written guidelines no later than June 1, 2008, and shall provide the written guidelines to the Senate Education Committee and to the Assembly Higher Education Committee upon completion of the guidelines.

3. In those exceptional cases where the University adopts a calendar that would create a conflict between observance of a major religious holiday and residence hall move-in dates for new students, the campuses shall abide by the following guidelines:

a. At some campuses, residence hall move-in of all students is accomplished on a single day of a weekend. Those campuses shall choose the weekend day that does not conflict with either observance of a one-day religious holiday or the first day of a multi-day religious holiday.

b. For campuses that have multiple move-in days including both days of the weekend, students who observe the holidays shall be given the opportunity to move in on the day that does not conflict with either a one-day religious holiday or the first day of a multi-day religious holiday. In addition, those students shall be given the opportunity to move in with a substantial portion (1/4 or more) of the other members of their housing unit and shall be provided with an equivalent set of community-wide social and orientation activities. For example, a campus that otherwise moves students in over two days by opening different residence halls might instead move in half the students in each
residence hall over the two days. Or, for example, a large campus might move in all of its students over a number of days, but not schedule community-wide social and orientation activities until all students are given the opportunity to occupy their University housing.

c. All campuses will also offer alternative move-in days for students who for religious reasons do not want to move in on either Saturday or Sunday or for whom the arrangements described above do not enable them to comply with their religious obligations. At least one of the alternative days shall be before the beginning of the weekend (i.e., “early move-in”).

4. All materials/literature addressing student move-in procedures should be updated to clearly communicate that should move-in dates conflict with observances of religious holidays, accommodations will be made for affected students. The process for those affected should be described and/or a specific point of contact provided.

5. A student should not be penalized financially for not moving into University facilities on "move-in day" should the day/time conflict with observance of a religious holiday by that student.

6. The University shall immediately implement the policies set forth in Sections 3, 4, and 5 herein.
cc: Members, President’s Cabinet
Principal Officers of The Regents
Provost and Executive Vice President Hume
Vice President Sakaki
Vice Provost Justus
Academic Council Chair Oakley
Assistant Vice President Arditti
Universitywide Policy Coordinator Capell
UNIVERSITY OF CALIFORNIA
Policy for Addressing Religious Holiday Conflicts
with Residence Hall “Move-In” Days

Summary of fall 2007 campus implementation plans and communications

September 2007

CAMPUS IMPLEMENTATION PLANS
Each University of California campus has committed to implementing, for the fall 2007 residence hall move-in period, those sections of the religious holiday move-in policy that direct how campuses should manage conflicts that arise between religious holidays and move-in dates. A brief summary from each of the campus housing directors’ on their plans for meeting these policy requirements for fall 2007 is provided below.

Berkeley
UC Berkeley is on the semester system, so conflict with a major Jewish holiday is unlikely. However, the Office of Student Development is conducting a review of the major religious holidays for multiple faiths to determine if students may be affected by move-in and other major programs that are sponsored by the Division of Student Affairs. UC Berkeley’s goal is to make programmatic adjustments when necessary and if feasible.

Davis
UC Davis is opening all residence halls beginning Saturday, September 22, 2007. Even-numbered rooms are assigned for Saturday move in, and odd-numbered rooms for Sunday. UC Davis is announcing the move in schedule in the summer orientation meetings and advising parents and/or students to call the housing office if there is a conflict with the assigned date. Students who are assigned a day that conflicts with their observance of a religious holiday may request a different move-in day. Students will be allowed to move in on Friday if they prefer to do so. UC Davis “Fall Welcome Week” activities are scheduled for Monday, September 24, through Friday, September 28.

Irvine
In the UC Irvine housing communities that move in over two days, half of each hall is assigned to move in on Saturday, September 22, 2007, and the other half of the hall is assigned to move in on Sunday, September 23, 2007. Students who are assigned a day that conflicts with their observance of a religious holiday may request a different move-in day. In UC Irvine’s email sent to incoming students, the sentence immediately below the student’s move-in assignment time and location directed students to call or email the housing office if he or she is “unable to move in due to religious observances.” UC Irvine new student orientation and “Welcome Week 2007” activities are scheduled for Monday, September 24, through Wednesday, September 26.

Los Angeles
UCLA students who are observing the Jewish holiday can move in anytime after 12pm on Thursday without any penalty or charge. Move in for all students will occur
Thursday, Friday, Saturday, Sunday, and Monday—so whenever a student moves in other students will also be moving in. Students with a conflict due to the religious holiday can request a new appointment time for check in. The UCLA On-Campus Housing website and assignment emails to students communicated the availability of early move-in on Thursday, September 20, at no additional cost. Community-wide events for the entire residence hall population do not begin until Sunday evening.

**Merced**
Merced is on a semester system and therefore not in conflict with a major religious holiday. Should there ever be the possibility of this conflict Merced would first evaluate the possibility of changing the move-in date and second, change to a two day move in and bring half of the residents in each day.

**Riverside**
UC Riverside has traditionally had a one day residence hall move-in. The date for that move-in has been moved from Saturday, September 22 to Sunday, September 23. UC Riverside’s New Student Convocation and other “Welcome Week” events are scheduled for Monday, September 24, through Friday, September 28.

**San Diego**
Two of UC San Diego’s colleges move students in Wednesday, September 19 for advising and orientation and therefore no conflict with Yom Kippur exists in those two colleges. For the remaining four colleges, first year students can arrive either Saturday or Sunday (or as late as Thursday, September 27) and continuing students can arrive on Sunday or later. This is consistent with prior years and has resulted with very busy move in days on both Saturday and Sunday, with approximately 45% of residential students arriving each weekend day and the remainder either arriving early by exception or later by choice. UCSD implemented an online system to accommodate requests for early move-in at no cost to students; there were about 70 requests, with these students scheduled for move-in on Thursday, September 20. This has been announced in San Diego’s move-in communications. UC San Diego “Welcome Week” activities are scheduled to begin on Sunday, September 23.

**San Francisco**
UC San Francisco does not have traditional “move in” days and is not impacted by this policy.

**Santa Barbara**
At UCSB roughly 75% of the residents assigned to four main campus residence halls will move in on Saturday. The remaining 25% of these residents, along with 100% of the other three main campus residence halls will move in on Sunday. The large Storke campus residence hall will have 50% of the residents assigned to move in on Saturday and the other 50% assigned to Sunday. There will be family orientation sessions both days and the RA welcome floor meetings will happen on Sunday night. So far there have been approximately seven requests for early move-in to accommodate students’ religious observations; such requests are being granted, with students scheduled for move-in on
Thursday, September 20. For Jewish students who cannot be with family members or friends during this period, the UCSB residence hall brochure also lists the schedule of services at the Santa Barbara Hillel.

Santa Cruz
All ten of UCSC’s colleges have students assigned to move in on Friday and Saturday (or earlier if requested). Four colleges have assigned students to move in on Saturday, with “early” Friday move-in available as an option. In these four colleges approximately 25-35% of the residential population arrives on Friday or earlier, which ensure that students who arrive on Friday will be moving in with a sizeable cohort. No large scale mandatory welcome or orientation programming will be scheduled during the time Yom Kippur is observed. The colleges have also secured venues for Hillel to conduct Yom Kippur services throughout the holiday.

CAMPUS COMMUNICATION OF POLICY AND ACCOMMODATIONS

The following list is a compilation of UC campus communications to students regarding the policy for addressing religious holiday conflicts with residence hall move-in days for fall 2007. Examples of campus communications follow. The Berkeley, Merced and San Francisco campuses are not included in this list as the policy does not require changes to their current practice. The Riverside campus has not been included as they adjusted their one day move-in for fall 2007 to occur on Sunday, September 23, to avoid a conflict with religious observance of Yom Kippur.

Davis
Policy is communicated to parents and students though numerous scripted Summer Orientation informational presentations, and in the recently updated brochure entitled “Family Orientation FAQ” (p. B-5). Approximately 89 percent of the incoming freshman class (4,400 students) attended Summer Orientation, along with 1,560 family members. In addition, a follow up email was being sent to all new students during the week of September 3 to remind students of their options in the event of a move-in date conflict with a religious holiday (p. B-6). Lastly, additional bulletins regarding options for students with move-in date conflicts will be posted on the university’s “Student Housing” web site.

Irvine
Information is provided in the room assignment letter for the Middle Earth residential community that alerts students to their ability to request accommodation if they are unable to move in on their assigned day due to religious observance (p. B-7). This was the only residential community that was directly impacted by the policy; all other UC Irvine residential communities have a Sunday, September 23, move-in day.

Los Angeles
The UCLA On-Campus Housing website and housing assignment emails to students communicated the availability of early move-in on Thursday, September 20, at no additional cost (p. B-8).
San Diego
Policy was communicated to all incoming freshman via email (p. B-9), in which a link was provided to the online system that allows students to submit requests for early move-in (p. B-10).

Santa Barbara
A full flyer addressing students observing Yom Kippur is provided in the move-in packet that was sent to students (p. B-11).

Santa Cruz
Early arrival information is addressed on the Student Housing website, including a link to additional information on scheduling options related to Yom Kippur (p. B-12).
Information about the move-in policy was printed in the “Family Orientation FAQs” brochure provided to students and parents during Summer Orientation.

### Important Calendar Reminders

**When can I move in?**
This year, check-in weekend is Saturday, September 22 and Sunday, September 23. For your convenience and to expedite the move-in process, all of our buildings will be open; but, we are only assigning half of the students to arrive on Saturday and the other half on Sunday. You will be notified on which day you are assigned to move in. Check-in on each day begins at 6 a.m. and runs until 11 p.m.

If you are unable to check into your hall on your designated check-in day, you may move in on any following day. However, if you need special accommodations, please do not hesitate to contact the Student Housing office [530.752.2033].

**Will the residence halls be closed during academic breaks?**
Yes, the residence halls are closed during the quarterly breaks. Students are required to leave the halls during these times but may leave belongings in their rooms. We do ask that students take items of value with them during break. These closure dates are listed on the Residence Hall Calendar [housing.ucdavis.edu/calendar.htm].

**When do students move out at the end of the year?**
The residence halls close at 7 p.m. on Thursday, June 12, 2008. Students and parents should make advance preparations to meet the deadline.

**When may I start receiving mail and packages in the residence halls?**
Mail and packages will be delivered and accepted beginning Monday, September 24. Please check your mailbox soon after arriving to receive important information regarding university events and scheduled activities. Packages are delivered to the Area Service Desk. Staff will place a message in your mailbox when you receive a package.

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**Dining on Campus**

**Is it necessary to have a meal plan when living in the halls?**
Yes, a meal plan must be selected with each residence hall contract and is included in your housing fees. When you submit your contract, you will select a meal plan which will determine the number of meals you will have each quarter.

**How do I know if I have the right meal plan?**
Choosing the right meal plan really depends on personal eating habits. Two questions you can ask are: Do I usually have two or three meals a day? And will I be going home for the weekends?

University Dining Services publishes a Block Meal Planner that fits in a wallet and lists weekly meal balance calculations throughout the quarter for each meal plan. Block Meal Planners are posted in each area office, the dining commons, and in 170 Student Housing.

**May I change my meal plan during the year?**
Yes. Meal plan changes can be made online through MyUCDavis [my.ucdavis.edu] or in person at the Student Housing Office. You may upgrade your meal plan at any time during the academic year. You may downgrade your meal plan only during specific meal change periods each quarter. Please refer to the Residence Hall Calendar for specific information on changing your meal plan. Only students can change their meal plans — parents cannot make any changes.

**What are Gold Plus Money and Aggie Cash?**
Gold Plus Money is an enhancement that you may select along with your meal plan. Gold Plus Money can be used at all Sodexo restaurants or venues on campus, including Silo eateries such as Taco Bel, Carl’s Jr., and Starbucks. Gold Plus users do not have to pay sales tax on their purchases.

Gold Plus Money expires at the close of the academic year and is non-refundable.

Aggie Cash is separate from any residence hall meal plan and can be purchased by any UC Davis student, staff, or faculty member. Aggie Cash can be used at any Sodexo restaurant or venue on campus, and users receive 10% off the cost of all purchases. Aggie Cash never expires and can be purchased at Dining Services offices located in the Segundo Services Centre, Silo Union or the Med Sci Cafe.

Please visit our website for more details on meal options, rates for Gold Plus plans can be found on the Residence Hall Fee Schedule [housing.ucdavis.edu/Halls/fees_home.htm].

**Who do I talk to regarding my dietary needs and meals in the dining commons?**
If you have any special dietary concerns, please contact our registered dietician Linda Adams [530.752.9664].

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**UC Davis Student Housing**

housing.ucdavis.edu
Dear Student,

We want to welcome you to UC Davis, once again, and let you know that we are looking forward to your arrival on-campus in just a few short weeks! We’d also like to be sure to remind you of the information that we provided to you and your family during our Summer Orientation informational sessions and in several of our electronic communications regarding Opening Weekend (September 22nd and 23rd). Specifically, we want to be sure you are aware that if your check-in day assignment conflicts with your observance of a religious holiday or another special event that may be occurring during the weekend, that alternate check-in options are available.

If this is the case, please feel free to contact Joann Wilson, Residential Services Manager, at 530-752-2033, to discuss opportunities to move in on a different day. There will be no additional cost for these options.

We’re excited to include you in our residential community and be a part of our UC Davis family.

Emily Galindo, Interim Director of Student Housing
IRVINE

Information guiding students to request accommodations is provided in the room assignment letter for the Middle Earth residential community. This was the only residential community that was directly impacted by the policy; all other UC Irvine residential communities have a Sunday, September 23, move-in day.

Jane Irvine
123 East Street
South City, CA 12345

Dear Jane Irvine:

Welcome to Middle Earth! Your room assignment for the 2007 - 2008 academic year is a double in 549 Rivendell Hall, Room #202.

You are assigned to move in on Saturday, September 22, between 10:00 a.m. and 4:00 p.m. at the following unloading area: Parking Lot 18D. If you are unable to move in due to religious observances, please email the Middle Earth Housing office at middleearth@uci.edu or call 949-824-5976.

Your mailing address is: Jane Irvine
549 Rivendell Hall, Room #202
Irvine, CA 92617- 5007

The following people are assigned to 549 Rivendell Hall, Room #202:

Sarah Berkeley
456 West Avenue
North City, CA 98765
987-654-3210
sarah@berkeley.org

Jane Irvine
123 East Street
South City, CA 12345
123-456-7890
jane@irvine.com

Please remember to let us know if you are not going to attend UCI. Call us at 949-824-5976.
LOS ANGELES

The on-campus housing website and assignment emails to students communicate the availability of early move-in on Thursday, September 20.
Email notification to students of residence hall assignments contained a link to an online system to request early move-in.

Dear Resident,

You have been assigned to a space in the (College-Residence Hall/Apartment).[college]. Facility assignments are subject to change based on cancellation activity. Actual Room Assignments (single/double/triple) will be made by August 31st and available to you at that time.

Room Assignment:

A “Welcome Letter” will be sent to you in late August from the Residential Life Office of the college in which you will be residing. It will also contain a web link to your actual room assignment, which will tell you if you have been assigned to a single, double or triple occupancy space, along with roommate name(s) and contact information. Your campus address will also be included.

MyRoomAssignment Web Page

Our “My Room Assignment” web page can be found at http://hds.ucsd.edu/housing - select “MyRoomAssignment.” Please visit this site frequently for updated information regarding your upcoming move on campus.

Holiday Conflict Alternate Move-In Day

UC San Diego is open and staffed over a 6 day period for new student Move-in as early as Saturday September 22nd and as late as Thursday September 27th. If it conflicts with your observance of the Jewish High Holy Days, please use the form found in http://hds.ucsd.edu/housing/fallroomassignment.html which will be available thru August 31st only. In order to have enough time to plan appropriately for staff in all facilities, we must be notified via this online form by August 31st of your intent.

Once you have received your Welcome Letter, please direct all your room assignment questions to your College of Residential Life. Individual telephone numbers/e-mail addresses can be found in the MyRoomAssignment Web Page http://hds.ucsd.edu/housing. If you have questions regarding the housing contract such as billing/payments and dates please feel free to contact the Administrative Services staff or submit an e-mail through housinginfo@ucsd.edu.

Sincerely,

UC San Diego Housing and Dining

Administrative Services

(858) 534-4010
Fall 2007, Holiday Conflict Alternate Move-In

A policy for addressing the Religious Holiday Conflicts with residential "Move-In" days was adopted by the University of California as a result of conflicts that have arisen over the years, including in the fall of 2006. Click to view the UCOP policy online (dated 6/21/2007).

In those exceptional cases where the University has a calendar that would create a conflict between observance of a major religious holiday and residential move-in dates for new students, we at UC San Diego Housing and Dining Services, have set forth the following:

- As a campus with multiple move-in days, students have the opportunity to move-in between Saturday, September 22 and Thursday, September 27 at 4:00pm.
- Students who would like the opportunity to move-in early for religious reasons, with an alternate move-in day, may do so starting at 1:00pm on Thursday, September 20, 2007 and strictly ending on the same day; exact end times will vary by College. Information in regards to this alternate date will be provided by the individual College Residential Life Offices around the first week of September.
- If you are choosing this alternate move-in day, please select the check-box below BEFORE August 31, 2007 to ensure that spaces are cleaned and ready for your arrival.
- The Room and Board rate for housing is priced for the entire academic year. There are no proration of rates during the first week and last week of the academic year. Therefore there is no financial advantage or disadvantage to when you move-in or what date (during finals week) you choose to move out.

PID: 
Name: 
College of 
Registration: 

☐ I would like to move-in on September 20, 2007 at my College of Residence.

Submit  Exit
APPENDIX B

SANTA BARBARA

The following information was included in the move-in packet mailed to all students.

Housing & Residential Services

For Students Observing Yom Kippur

Classes for UCSB students begin on Thursday, September 27th. In order to allow students to participate in pre-instruction activities, the Residence Halls will open on the weekend of September 22nd and 23rd. This falls on the Jewish Holiday of Yom Kippur and we want to make sure that students are aware of their options for this weekend.

* High Holiday Services at Santa Barbara Hillel are listed on the right or go to www.santabarbarihillel.org.

The following arrival options are available to those who are observing the Holiday.

Check In Days & Times

Two-Day Opening - Some of our residence halls have a two-day opening, with students assigned either a Saturday, September 22nd or Sunday, September 23rd check in day and time. These halls are: Francisco Tones, Mancanita Village, San Miguel, Santa Cruz, Santa Rosa.

If you are assigned a Saturday check in and would prefer to arrive on Sunday, you may do so without notifying us. Since we have scheduled a two-day opening, our staff will be prepared to welcome you no matter which day you arrive.

* If you are changing your check in day to Sunday, please plan on arriving at UCSB anytime between 12 and 3 pm.

One-Day Opening - Students assigned to halls that have a one-day opening will check in on Sunday, September 23rd at their assigned time. These halls are: Anacapa, San Nicolas and San Rafael.

Arriving After Opening Weekend - All students must check in before the first day of classes, Thursday, September 27th or they will be considered late. If you arrive after Opening Weekend, please check in at the front desk of your assigned residence hall.

Residence Hall Floor Meetings

These unit hall meetings are the first official residence hall event for students, where your Resident Assistant will welcome you to your UCSB home for the academic year.

* All Floor Meetings will occur after dinner on Sunday evening, September 22nd.

New Student Convocation

Monday, September 24th, 3 - 4 pm.

If you arrive by midday Monday you will be able to participate in this event.

We believe our schedule will give students the opportunity to celebrate Yom Kippur and still move into their residence hall prior to any pre-instruction activities. If you have any additional questions or need to inquire about check in arrangements other than those noted above, please contact us at:

Residence Halls Assignment Services
(805) 893-5513
Email: contracts@housing.ucsb.edu

High Holiday Services at Santa Barbara Hillel

Erev Rosh Hashanah
     Wednesday, Sept. 12 ......7:30 pm
Rosh Hashanah Morning
     (First Day)
     Thursday, Sept. 13 ......10:00 am
Tashlich & Picnic
     Cast Away Sins and Blessings at Goleta Beach
     Thursday, Sept. 13 ......2:00 pm
Rosh Hashanah Morning
     (Second Day)
     Friday, Sept. 14 ..........10:00 am
Shabbat Shuva
     Friday, Sept. 14 ..........6:00 pm
     Saturday, Sept. 15 ......10:00 am
Kol Nidre
     Friday, Sept. 21 ...........6:30 pm
Yom Kippur Morning Service
     Saturday, Sept. 22 ......10:00 am
     Morning Service will be followed by discussion sessions
Yizkor (Memorial Service)
     Saturday, Sept. 22 ..........5:30 pm
Tashlich (Outdoor)
     Saturday, Sept. 22 ..........7:30 pm

RSVPs are appreciated.
Please call (805) 968-1280 or RSVP online at www.santabarbarihillel.org

Santa Barbara Hillel
781 Embarcadero Del Mar
Paso Robles, California 93446
(805) 968-1280
www.santabarbarihillel.org

B-11
Fall 2007 College Move-in and Welcoming Activities
Scheduling options related to Yom Kippur

In recognition that the religious holiday Yom Kippur occurs during fall 2007 move-in, UCSC has coordinated several options to ensure that students who will be observing Yom Kippur have the opportunity to move in early.

College move-in is planned as follows:

Friday, September 21st
- Crown College
- Merrill College
- Oakes College
- College Nine
- College Ten
- Kresge College

Saturday, September 22nd
- Cowell College
- Stevenson College
- Porter College
- College Eight

New students at colleges scheduled to move-in on Saturday will be given an opportunity to move in early with other students on Friday, September 21, or earlier if requested. There is no additional charge to move in early for religious reasons. Students requesting early move-in should notify the Housing Coordinator at their college or residential community by August 24, 2007.

Additional scheduling considerations:
- No welcoming or orientation programming will be scheduled during the time Yom Kippur is observed (Friday, September 21, 6:45 PM through Saturday, September 22, 7:45 PM).
- Small-scale, optional programming will take place, and will include Yom Kippur services and fast-breaking event (see page 2 for more information).
- Increased college advising and orientation time is scheduled for Sunday, September 23.

For more information visit
housing.ucsc.edu/shs/early-arrival.html
UNIVERSITY OF CALIFORNIA  
Policy for Addressing Religious Holiday Conflicts with Residence Hall “Move-In” Days

Review of fall 2007 campus move-in process and identification of best practices 
February 2008

BACKGROUND
Fall 2007 move-in occurred during the observance of Yom Kippur, which began at sundown on Friday, September 21, 2007 and ended at sundown on Saturday, September 22, 2007. In accordance with the Policy for Addressing Religious Holiday Conflicts with Residence Hall “Move-In” Days, UC campuses committed to augmenting move-in practices to provide Jewish students the opportunity to observe Yom Kippur without forfeiting their move-in experience.

This report provides recommendations for future campus efforts by identifying best practices from the fall 2007 move-in. These practices should be applied broadly, to the extent permitted by logistical nuances, to address conflicts between residence hall move-in dates and the observance of all major religious holidays.

Three campuses are not included in this review, Berkeley, Merced and San Francisco. Berkeley and Merced were not impacted by the holiday as they are on the semester system. In the event the semester calendar conflicts with a religious holiday, the best practices identified in this report will provide both campuses with guidance. The San Francisco campus was not impacted, and will not be impacted in the future, as they do not have traditional move-in days.

CAMPUS MOVE-IN

Policy Overview: Section 3 of the Policy for Addressing Religious Holiday Conflicts with Residence Hall “Move-In” Days provides implementation guidelines for campus move-in. For the purpose of establishing best practices, these guidelines can be viewed in four categories: a) single and multiple day move-in; b) additional alternative move-in days (i.e., “early move-in”); c) the portion of students moving in on one day, and; d) the scheduling of community-wide welcoming events.

Best Practice: Single and Multiple Day Move-In
Move-in periods at campuses varied greatly. For example, Riverside held a single-day move-in, Santa Cruz and Davis a two-day move-in, and Los Angeles held a five-day move-in period. In some cases campuses implemented a combination method, in which one residence hall moved-in over the course of two days or more (multiple-day move-in) and another hall moved-in on one day (single-day move-in).
Acknowledging the complexity and vast differences in move-in logistics at each campus, the combination method appears to be the best move-in practice. Utilized by Irvine, Los Angeles, San Diego and Santa Barbara, the combination method allowed campuses to meet the needs of students observing a religious holiday, while providing greater flexibility to address concerns about facility preparation, traffic, and staffing. In that context, campuses should ensure units with single-day move-ins continue to be scheduled on the weekend day that does not conflict with either observance of a one-day religious holiday or the first day of a multiple-day religious holiday.

**Best Practice: Alternate Move-In Day “Early Move-In”**

Alternative move-in days (i.e., “early move-in”) before the weekend were provided upon request at every campus.

Best practices for “early move-in” recognized that observance of Yom Kippur began at sundown on Friday, September 21st and provided alternate move-in days as early as one day before the eve of the holiday. If the eve of the religious holiday is the earliest available move-in day, campuses should make every effort to allow students to move-in at the start of the day to avoid conflict with the beginning of observance at sundown.

**Best Practice: Portion of Students Moving In**

The opportunity for students to move-in with a portion (1/4 or more) of other members from their housing unit, applies specifically to campuses that use multiple move-in days for one or all of their residential communities. In most cases, multiple move-in days occurred over two days, rather than over the course of several days, and in almost all circumstances campuses assigned students move-in times.

Whether over two days or multiple days, all campuses should consider the practice of assigning move-in periods, as this technique ensures the portion of students moving in on any given day, and allows campuses to predict and manage traffic concerns and staffing needs.

**Best Practice: Community-wide Welcome Events**

The scheduling of large-scale welcome activities presented a less significant challenge, as all campuses moved the activities to begin Sunday evening or later. In other words, we believe all campuses met what the University believes is the best practice in this area.

**COMMUNICATION METHODS**

Policy Overview: Section 4 of the *Policy for Addressing Religious Holiday Conflicts with Residence Hall “Move-In” Days* discusses requirements related to materials/literature addressing move-in procedures.

**Best Practice: Communication Methods**

The June issuance of the *Policy for Addressing Religious Holiday Conflicts with Residence Hall “Move-In” Days* left campuses with little to no time to adjust their fall 2007 move-in communication materials, particularly print materials that must be finalized months in advance. The same will not be true as campuses begin to plan for the
next move-in. As a result, campuses will be better able to incorporate religious holiday move-in accommodations into their move-in communications.

Campus best practices for communication methods included room assignments (e.g., Attachment 1), move-in packets (e.g., Attachment 2), housing web sites (e.g., Attachment 3) and summer orientation discussions.

**Best Practice: Communication Content**

At a minimum, a specific point of contact should be provided with language stating clearly that accommodations are available if a conflict exists with the observance of a religious holiday. Overall, that minimum was met and exceeded by all campuses in 2007.

Campus best practices for content included the following: a) description of the process for requesting accommodations (e.g., Attachment 4); b) statement that accommodations are available at no additional financial cost; c) information/services for the campus Hillel, and; d) the schedule of welcome activities (e.g., Attachment 5).

**FINANCIAL PENALTIES ASSOCIATED WITH MOVE-IN**

Policy Overview: Section 5 states that a student should not be penalized financially for not moving into University facilities on move-in day due to conflict with observance of a religious holiday.

**Best Practice: Elimination of Financial Penalties Associated With Move-In**

No campuses charged students for early move-in in connection with observance of a religious holiday, nor do the campuses plan to do so in the future.

**ISSUES FOR FUTURE CONSIDERATION**

As each campus continues to refine the logistics involved in coordinating smooth and efficient move-in processes, campuses should consider and take advantage of the best practices outlined in this document to the degree that the practices are reasonable and effective for their individual planning efforts.

In 2009, when there will be a two day conflict with Rosh Hashanah (Saturday and Sunday) and in 2010 when there will be a one day conflict with Yom Kippur (Saturday), campuses should consider identifying a department or campus workgroup responsible for implementing the recommendations and practices identified in this report. Campuses are encouraged to consult with their local Hillel and religious community leaders, during the development of future move-in plans and in the communication of religious services taking place during the move-in period.
ATTACHMENT 1

San Diego’s email provides an example of a residence hall assignment communication that included information for alternate move-in days, as well as a link to a “move-in special request” site.

Dear Resident,

You have been assigned to a space in the (College-Residence Hall/Apartment@college). Facility assignments are subject to change based on cancellation activity. Actual Room Assignments (single/double/triple) will be made by August 31st and available to you at that time.

Room Assignment:

A “Welcome Letter” will be sent to you in late August from the Residential Life Office of the college in which you will be residing. It will also contain a web link to your actual room assignment, which will tell you if you have been assigned to a single, double or triple occupancy space, along with roommate name(s) and contact information. Your campus address will also be included.

MyRoomAssignment Web Page

Our “My Room Assignment” web page can be found at http://hds.ucsd.edu/housing - select “MyRoomAssignment.” Please visit this site frequently for updated information regarding your upcoming move on campus.

Holiday Conflict Alternate Move-In Day

UC San Diego is open and staffed over a 6 day period for new student Move-in as early as Saturday September 22nd and as late as Thursday September 27th. If it conflicts with your observance of the Jewish High Holy Days, please use the form found in http://hds.ucsd.edu/housing/fallroomassign.html which will be available thru August 31st only. In order to have enough time to plan appropriately for staff in all facilities, we must be notified via this online form by August 31st of your intent.

Once you have received your Welcome Letter, please direct all your room assignment questions to your College of Residential Life. Individual telephone numbers/e-mail addresses can be found in the MyRoomAssignment Web Page http://hds.ucsd.edu/housing. If you have questions regarding the housing contract such as billing/payments and dates please feel free to contact the Administrative Services staff or submit an e-mail through housinginfo@ucsd.edu.

Sincerely,

UC San Diego Housing and Dining

Administrative Services

(858) 534-4010
Santa Barbara’s Student Housing website provides a content example by linking to the following two documents (also included in their move-in packet). Content includes information about early move-in accommodations, schedule of welcome activities, and campus Yom Kippur services.
The Los Angeles on-campus housing website provides an example for communicating to students, via the web, early move-in accommodations.
San Diego's online system (included as a link in the assignment email) provides an example of an easy way for students to request early move-in.

Fall 2007, Holiday Conflict Alternate Move-In

A policy for addressing the Religious Holiday Conflicts with residential "Move-In" days was adopted by the University of California as a result of conflicts that have arisen over the years, including in the fall of 2006. Click to view the UCP policy online (dated 6/21/2007).

In those exceptional cases where the University has a calendar that would create a conflict between observance of a major religious holiday and residential move-in dates for new students, we at UC San Diego Housing and Dining Services, have set forth the following:

- As a campus with multiple move-in days, students have the opportunity to move-in between Saturday, September 22 and Thursday, September 27 at 4:00pm.
- Students who would like the opportunity to move-in early for religious reasons, with an alternate move-in day, may do so starting at 1:00pm on Thursday, September 20, 2007 and strictly ending on the same day; exact end times will vary by College. Information in regards to this alternate date will be provided by the individual College Residential Life Offices around the first week of September.
- If you are choosing this alternate move-in day, please select the check-box below BEFORE August 31, 2007 to ensure that spaces are cleaned and ready for your arrival.
- The Room and Board rate for housing is priced for the entire academic year. There are no proration of rates during the first week and last week of the academic year. Therefore there is no financial advantage or disadvantage to when you move-in or what date (during finals week) you choose to move out.

PID:

Name:

College of

Registration:

☐ I would like to move-in on September 20, 2007 at my College of Residence.

Submit Exit
Santa Cruz's Student Housing website provides a content example by linking to the following two documents. Content includes information about early move-in accommodations, schedule of welcome activities, and campus Yom Kippur services.

UC SANTA CRUZ
The Colleges and University Housing Services

Fall 2007 College Move-in and Welcoming Activities
Scheduling options related to Yom Kippur

In recognition that the religious holiday Yom Kippur occurs during fall 2007 move-in, UCSC has coordinated several options to ensure that students who will be observing Yom Kippur have the opportunity to move in early.

**College move-in is planned as follows:**
- **Friday, September 21st**
  - Crown College
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  - Oakes College
  - College Nine
  - College Ten
  - Kresge College
- **Saturday, September 22nd**
  - Cowell College
  - Stevenson College
  - Porter College
  - College Eight

**Additional scheduling considerations:**
- No welcoming or orientation programming will be scheduled during the time Yom Kippur is observed (Friday, September 21, 6:45 PM through Saturday, September 22, 7:45 PM).
- Small-scale, optional programming will take place, and will include Yom Kippur services and fast-breaking event (see page 2 for more information).
- Increased college advising and orientation time is scheduled for Sunday, September 23.

New students at colleges scheduled to move-in on Saturday will be given an opportunity to move in early with other students on Friday, September 21, or earlier if requested. There is **no additional charge** to move in early for religious reasons. Students requesting early move-in should notify the Housing Coordinator at their college or residential community by August 24, 2007.

For more information visit
housing.ucsc.edu/shs/early-arrival.html
With the full support of the colleges at UCSC we strongly encourage you to move in early and observe Yom Kippur on campus with Santa Cruz Hillel.

Yom Kippur on campus

Friday 9/21 - Saturday 9/22, 2007

Services will be at the Kresge Porter I-Lounge and will be led by Rabbi Shalom Bochner of Santa Cruz Hillel with a blend of Reform and Tradition

Kol Nidre Services
6:30 - 8:30 pm

Yom Kippur Morning Services
9:00 am - 12 noon

Yom Kippur Neilah / Closing Services
5:00 - 7:30 pm

Fast Breaking
7:45 - 9:00 pm

Namaste Lounge at Colleges Nine and Ten

All events are free and do not require RSVP or tickets for UCSC students.

www.santacruzhillel.org  831-426-3332
Dear Colleagues:

Last June, we issued the enclosed University of California Policy for Addressing Religious Holiday Conflicts with Residence Hall "Move-In" Days. As stated in section 2 of the policy, written guidelines must be developed to delineate considerations of exceptions to the policy when setting common academic calendar dates after 2010. A report on the completion of these guidelines is to be provided to members of the California Legislature no later than June 1, 2008.

I write to invite you to serve on a task force I am convening to develop these policy exceptions guidelines and to advise on how the next common calendar can be established in accordance with these guidelines. Vice Provost for Educational Relations Joyce Justus has agreed to serve as chair. The task force will include membership from various UC constituencies responsible for developing campus calendars and implementing the new policy.

It is anticipated that the task force will meet no more than two or three times, with the majority of the group’s work being conducted by teleconference and email. The initial meeting will be held during the month of November. Vice Provost Justus’ staff will be contacting you soon to schedule the first meeting.

I hope that you are able to participate in this important effort.

Sincerely,

Wyatt R. Hume
Provost and Executive Vice President
University of California

Task Force to Develop Guidelines
For Exceptions to the Religious Holiday/Move-In Policy

Membership and Staff Roster

CHAIR

Joyce Justus
Vice Provost for Educational Relations
University of California, Office of the President

MEMBERS

Elizabeth Bennett
University Registrar and Director
University of California, Irvine

Wilfred Brown
Executive Director
Housing and Residential Services
University of California, Santa Barbara

Michele Coyle
Campus Counsel
University of California, Riverside

Robin L. Garrell
Professor of Chemistry and Biochemistry
University of California, Los Angeles

Pamela Hunt-Carter
University Registrar
University of California, Santa Cruz

Michelle B. Moskowitz
Director, Advocacy and Special Projects
University of California, Berkeley

Suzanne Seplow
Director, Office of Residential Life
University of California, Los Angeles

Fred E. Wood
Vice Chancellor, Student Affairs
University of California, Davis

STAFF

Todd Greenspan
Director, Educational Relations
UC Office of the President

Valery Oehler
Associate Director, Student Affairs-Campus Life
UC Office of the President

Kimberly Peterson
Principal Analyst, Educational Relations
UC Office of the President

Eric Heng
Principal Analyst, Student Affairs-Campus Life
UC Office of the President
April 23, 2008

UNIVERSITY RELIGIOUS COUNCIL, UCD

Dear Council Members:

In June of 2007, the University of California issued the Policy for Addressing Religious Holiday Conflicts with Residence Hall “Move-In” Days (Enclosure 1). Created in response to concerns voiced by representatives of the Jewish community and members of the California State Legislature over conflicts between Jewish High Holy Days and residence hall move-in days, the policy seeks to mitigate or avoid altogether conflicts between observance of major religious holidays and residence hall move-in dates.

I write to invite your assistance in reviewing Draft Guidelines on Exceptions to the Policy for Addressing Religious Holiday Conflicts with Residence Hall “Move-In” Days (Enclosure 2). Consistent with section 2 of the policy, a task force under my leadership has been working to develop written guidelines that delineate considerations of exceptions to the policy when setting common academic calendar dates after 2010. The University is scheduled to report on the completion of these guidelines to the California Legislature no later than June 1, 2008.

The URC, along with several other similar groups within UC, has been selected for this consultation based on its commitment to religious diversity and long standing service to the University of California, Davis. By asking you to review the Draft Guidelines on Exceptions to the Policy for Addressing Religious Holiday Conflicts with Residence Hall “Move-In” Days, I hope to identify any concerns with the proposed language and exceptions prior to finalizing the document.

If you are able to partake in this important process, please review the enclosed documents and make note of any concerns you have with the Draft Guidelines on Exceptions to the Policy for Addressing Religious Holiday Conflicts with Residence Hall “Move-In” Days. With the assistance of Stacy Miller a special meeting of the URC on April 28th has been scheduled. Staff to the task force will be present at the meeting to collect your comments and respond to any questions you may have. Any questions you have prior to the meeting should be directed to Principal Analyst, Eric Heng at 510-987-0239 or eric.heng@ucop.edu.
Thank you for your assistance with this critical issue and for your continued contribution to our campus communities.

Sincerely,

[Signature]

Joyce B. Justus
Vice Provost
Educational Relations

cc:  Director Greenspan
     Associate Director Oehler
     Principal Analyst Peterson
     Principal Analyst Heng
UNIVERSITY OF CALIFORNIA
Guidelines on Exceptions to the Policy for Addressing Religious Holiday Conflicts with Residence Hall “Move-In” Days

Campus Interfaith Consultations
May 2008

BACKGROUND
The University of California, Office of the President in collaboration with campuses established three meetings with campus interfaith groups (Davis, Los Angeles, and Santa Cruz). Prior to each meeting, members of each interfaith group received an invitation to attend a discussion on the University’s Policy for Addressing Religious Holiday Conflicts with Residence Hall “Move-In” Days and to review the proposed Guidelines on Exceptions to the Policy for Addressing Religious Holiday Conflicts with Residence Hall “Move-In” Days. Both the policy and proposed guidelines were included in the invitation, and members were encouraged to forward comments via email, if they were unable to attend their respective meetings.

Each meeting began with a review of the Policy for Addressing Religious Holiday Conflicts with Residence Hall “Move-In” Days and was followed by a discussion of how the policy was implemented on their campus during fall 2007 move-in. Once that background information was provided, each group discussed the proposed Guidelines on Exceptions to the Policy for Addressing Religious Holiday Conflicts with Residence Hall “Move-In” Days.

CAMPUS INTERFAITH CONSULTATIONS

- UC DAVIS – University Religious Council (URC)
  Meeting Date: April 28, 2008

URC Description:
The University Religious Council (leaders of the local religious community) works cooperatively with the Division of Student Affairs at the University of California, Davis to support the developmental growth and welfare of the University’s students. Both groups use their respective resources and points of access to contribute to the campus community and mutually value, and rely upon, each other’s professional skills and knowledge.

UCD Campus Liaison:
Stacy Miller, Student Affairs, Vice Chancellor’s Office

URC Members Invited:
Chani Oppenheim and Mike Amerikaner (Hillel House)
Rabbi Shmary Brownstein (Chabad of Davis)
Jamie Crook (University Covenant Church)
Christine Heller De Leon (Intervarsity Christian Fellowship)
Deacon Clark Goecker and FR. Jack Izzo, S.J. (Newman Catholic Student Community)
Rabbi Kenny Kaufman (AlISH on Campus)
Rev. Elizabeth O’Shaughnessy Banks (Unitarian Universalist Church of Davis)
Linda Kennedy (Lutheran Episcopal Ministry at The Belfry)
Jennifer Klier and Will Klier (Davis Christian Fellowship)
Bronwyn Lea, David Tan, Laeya Kaufam, and Dan Seitz (First Baptist Church)
Rev. Joong “Johnathan” W. Lee and Timothy Rhee (Waypoint Community Church)
Dave Lowe and Jennifer Lowe (Campus Crusade for Christ)
Rev. Timothy Malone (Multicultural Christian Church)
Rev. Greg McGonigle and Rev. Kristin Stoneking (Cal Aggie Christian Association)
Rev. Gergory Perry (Grace Alive)
Khalida Fazel (Muslim Student Association)
Iman Nawaz Khan (Islamic Center of Davis)
Rev. Jocelynn Hughes (The Belfry)
Rev. Larry Schellink and Rev. Denise Schellink (Unity Center of Davis)
Anne Hoffmann (Unitarian Universalist)

URC Members in Attendance:
Mike Amerikaner (Hillel House)
Will Klier (Davis Christian Fellowship)
Mena Arsalai (Muslim Student Association)
Rev. Jocelynn Hughes (The Belfry)

UCD Campus Representatives in Attendance:
Griselda Castro, Assistant Vice Chancellor, Student Affairs
Emily Galindo, Interim Director, Student Housing
Branden Petitt, Associate Director, Student Housing
Stacy Miller, Executive Assistant, Student Affairs

UCOP Representatives in Attendance:
Todd Greenspan, Director, Educational Relations
Eric Heng, Principal Analyst, Campus Life

URC Comments:
The UC Davis University Religious Council shared their appreciation for the establishment of the *Policy for Addressing Religious Holiday Conflicts with Residence Hall “Move-In” Days*, and specifically welcomed the flexibility the policy creates in the campus move-in process for all students.

In reviewing the proposed *Guidelines on Exceptions to the Policy for Addressing Religious Holiday Conflicts with Residence Hall “Move-In” Days*, URC members found the document and its recommended exceptions to be reasonable, and voiced no concern that the University move forward in adopting the document in its proposed form.
UC LOS ANGELES – University Religious Conference (URC)
Meeting Date: May 7, 2008

URC Description:
The University Religious Conference at UCLA advances ongoing dialogue that fosters the practice of the various religious traditions, encourages trust and respect among diverse religious groups, and promotes religious, spiritual, and ethical values in the campus community.

UCLA Campus Liaison:
Terry Saunders, Center for Student Programming

URC Members Invited:
Dov Lesel (Westwood Synagogue)
Rabbi Chaim Seidlerfeller and Arlene Miller (UCLA Hillel)
Bill Scott (Vedanta Society- Hindu)
Cynthia Hall (Bahai)
Rev. Kusala Bhikshu (Buddhist)
Father Peter Abdella (University Catholic Center)
Jihad Turk (Islamic Center of Southern California)
Negin Saberi (Sufi Association)

URC Members in Attendance:
Dov Lesel (Westwood Synagogue)
Arlene Miller (UCLA Hillel)
Bill Scott (Vedanta Society- Hindu)

UCLA Campus Representatives in Attendance:
Robin L. Garrell, Professor of Chemistry and Biochemistry (Task Force Member)
Suzanne Seplow, Director, Office of Residential Life (Task Force Member)
Terry Saunders, Center for Student Programming

UCOP Representative in Attendance:
Eric Heng, Principal Analyst, Campus Life

URC Comments:
UC Los Angeles University Religious Conference members were impressed by the scope and depth of the Policy for Addressing Religious Holiday Conflicts with Residence Hall “Move-In” Days and appreciated the work the University has done to implement the policy.

In reviewing the proposed Guidelines on Exceptions to the Policy for Addressing Religious Holiday Conflicts with Residence Hall “Move-In” Days, URC members recommended that the University adopt a practice for consulting religious community leaders when establishing common start dates for future academic calendars. If the University believed it appropriate, URC members recommended that language outlining
the practice of consulting religious community leaders when establishing common start
dates be incorporated into the Guidelines on Exceptions to the Policy for Addressing
Religious Holiday Conflicts with Residence Hall “Move-In”.

- UC SANTA CRUZ – University Interfaith Council (UIC)
  Meeting Date: May 13, 2008

UIC Description:
The University Interfaith Council (UIC) strengthens the rich spiritual life at UCSC and is
open to all religious groups. The UIC seeks to integrate spirituality with academic life
and promote tolerance, peace, and understanding toward all faiths and spiritual traditions.
These goals are achieved through events sponsored by the UIC and activities sponsored
by the individual member groups. Programs include celebrations, holiday events,
worship/meditation, interfaith gatherings, and community service. Educational events
include religious study courses, spiritual care and counseling to students, faculty and
staff.

The UIC is an affiliate of the University, and works in collaboration with student
organizations on campus.

UCSC Campus Liaison:
Lucy Rojas, Campus Life and Dean of Students

UIC Members Invited:
Lucio Cloud Ramirez (American Indian Resource Center)
Brian Miller (Bahai Community of Santa Cruz)
Mark Neenan (Buddhist Society at UCSC)
Chad Mitchell and Bard Burgon (The Church of Jesus Christ of Latter-day Saints)
Peter Payne (Graduate Student and Postdoc Christian Fellowship)
Rabbi Shalom Bochner (Santa Cruz Hillel Center: Jewish Student Resource Center)
Dr. Annapurna Devi Pandey (Indian Student Interfaith Network of UCSC)
Peggy Pollard (International Students, Inc. Santa Cruz)
Jason Rieckewald-Schmidt (Intervarsity Christian Fellowship)
Inese Dahl and Rev. Herb Schmidt (Lutheran Campus Ministry)
Brother David Betz (Newman Catholic Center)
Clark Dixon-Moses and Gabriela E. Alaniz (Religious Society of Friends- Quakers)
Sean X. Tai (United Campus Christian Ministry)
Pamela Urfer (The Veritas Forum)
Nathan Ellstrand (Student University Interfaith Council)

UIC Members in Attendance:
Lucio Cloud Ramirez (American Indian Resource Center)
Chad Mitchell (The Church of Jesus Christ of Latter-day Saints)
Rabbi Shalom Bochner (Santa Cruz Hillel Center: Jewish Student Resource Center)
Dr. Annapurna Devi Pandey (Indian Student Interfaith Network of UCSC)
Peggy Pollard (International Students, Inc. Santa Cruz)
Jason Rieckewald-Schmidt (Intervarsity Christian Fellowship)
Inese Dahl and Rev. Herb Schmidt (Lutheran Campus Ministry)
Brother David Betz (Newman Catholic Center)
Clark Dixon-Moses and Gabriela E. Alaniz (Religious Society of Friends- Quakers)
Pamela Urfer (The Veritas Forum)

UCSC Campus Representatives in Attendance:
Sue Matthews, Acting AVC for Business and Administration
Lucy Rojas, Campus Life and Dean of Students

UCOP Representative in Attendance:
Eric Heng, Principal Analyst, Campus Life

UIC Comments:
The UC Santa Cruz University Interfaith Council was deeply appreciative of the establishment of the Policy for Addressing Religious Holiday Conflicts with Residence Hall “Move-In” Days, and believed that its creation and implementation reinforced the importance of their own work, while stressing the significance of faith in the lives of students.

In reviewing the proposed Guidelines on Exceptions to the Policy for Addressing Religious Holiday Conflicts with Residence Hall “Move-In” Days, UIC members expressed concern about the use of the word “major” as a qualifier for religious holidays that would be considered by the University. So long as the University approaches the policy with the intent of providing greater flexibility for all students during the “move-in” period at the beginning of the academic year, UIC members felt confident that no complications would arise due to the use of the word “major” as a qualifier.

Overall, the UIC found the document and its recommended exceptions to be reasonable, and voiced no other concerns.
UNIVERSITY OF CALIFORNIA

Guidelines on Exceptions to the Policy for Addressing Religious Holiday Conflicts with Residence Hall “Move-In” Days

I. The University of California seeks to avoid scheduling fall residence hall move-in days that conflict with the observance of a major religious holiday (Policy for Addressing Religious Holiday Conflicts with Residence Hall “Move-In” Days).

II. In rare instances, the President or designee may approve an exception to the University’s policy of choosing common academic calendar start dates (quarter and semester) after 2010 that avoid scheduling fall residence hall move-in days for students that conflict with the observance of a major religious holiday. Exceptions will be limited and may be approved only when it has been determined that overriding academic or administrative considerations would make a calendar that would not create a conflict between observance of a major religious holiday and residence hall move-in dates unworkable. Such academic and administrative considerations may include:

1. The need to comply with policies that require a minimum number of instructional days within an academic year, term, or other time period (UC Guidelines for Establishing the Academic and Administrative Calendar, federal regulations).

2. The need to finish summer quarter before the fall residence hall move-in dates.

3. The need to adopt a calendar that observes official University holidays (UC personnel policies and collective bargaining agreements, UC Guidelines for Establishing the Academic and Administrative Calendar).

4. The need to accommodate scheduling changes due to natural disaster or other catastrophic event.

5. The need to accommodate a special event that has a compelling state or national interest and that impacts the use of campus facilities (e.g., 1984 Summer Olympics in Los Angeles).

III. In those exceptional cases where the University adopts a calendar that would create a conflict between observance of a major religious holiday and residence hall move-in dates, the campuses shall abide by the guidelines for accommodating such conflicts set forth in Paragraphs 3, 4 and 5 of the Policy for Addressing Religious Holiday Conflicts with Residence Hall “Move-In” Days.
# UCLA ACADEMIC AND ADMINISTRATIVE CALENDARS WORKSHEET

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<tr>
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<td>8/31 W</td>
<td>8/19 SU</td>
<td>8/09 F</td>
<td>7/29 T</td>
<td>7/18 SA</td>
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<tr>
<td>Eid al-Adha*</td>
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<td>10/16 W</td>
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<td>12/7 F</td>
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<td>12/8-9 SA-SU</td>
<td>12/7-8 SA-SU</td>
<td>12/13-14 SA-SU</td>
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*Note: Observance begins at sundown of the preceding day.
CHANCELLORS

RE: Common Academic Calendar Start Dates

Dear Colleagues:

In January 2005 the Council of Chancellors endorsed an Academic Senate request to align the academic calendars of quarter-based and semester-based campuses. In implementing this effort toward alignment, the UC Council of Registrars was charged with developing a recommendation to establish common start dates for each of the academic terms, so that the start dates of quarter campuses would be consistent with one another and likewise the semester campuses through 2010-11.

It is now time for the University to begin planning for the 2011-12 to 2015-16 academic years. It is my understanding that the Council of Registrars is currently working toward developing this future calendar, with common start dates for the quarter campuses and common start dates for the semester campuses. This is an important effort, especially given that subsequent UC policies, such as the Policy for Addressing Religious Holiday Conflicts with Residence Hall “Move-In” Days (June 21, 2007), have been predicated upon the establishment of common start dates for the campus academic calendars.

Thus, I am continuing the policy of having common start dates for the quarter and semester campuses for the next five years. I look forward to receiving the Council of Registrars recommendation and each of your campus’ proposed 2011-12 to 2015-16 academic calendars by August 1, 2008, for review and approval.

Sincerely,

Wyatt R. Hume
Provost and Executive Vice President

Enclosures
cc: President Dynes
    Academic Council Chair Brown
    Vice President Sakaki
    Vice Provost Justus
    Executive Vice Chancellors
    Vice Chancellors for Student Affairs
    Council of Registrars
CHANCELLORS

Re: Common Academic Calendars

Dear Colleagues:

As you know, COC endorsed the Academic Senate request to align the academic calendars of the quarter-based and semester-based campuses. As a first step towards that alignment, COC agreed with the Senate that efforts should be undertaken to establish common start dates for each of the academic terms ensuring that the quarter campuses are consistent with one another and likewise the semester campuses.

To implement this plan, I am requesting that you ask your campus Registrar to discuss this issue with the UC Systemwide Council of Registrars and that the Council should develop a recommendation for a calendar for the quarter and semester campuses with common start dates. The recommendation should include a plan for implementation within a reasonable time frame understanding that campus calendars are already in place for at least the next several years. I would like the Council of Registrars to submit this recommendation to me by April 1, 2005.

I would appreciate your forwarding this communication to whomever is most directly involved with the establishment of your campus’ academic calendar.

Thank you.

Sincerely,

M.R.C. Greenwood
Provost and Senior Vice President
Academic Affairs

cc: President Dynes
    Academic Council Chair Blumenthal
    Council of Vice Chancellors
    Vice Chancellors - Student Affairs
    Vice Provost Zelmanowitc
    Associate Vice President Galligani
DA 0556

January 18, 1977

VICE PRESIDENT SWAIN:

Delegation of Authority—Approval of University Calendar

Standing Order 100.4(g) of the By-Laws and Standing Orders of The Regents provides that:

The President shall fix the calendar of the University, provided that no session of instruction shall be established or abolished except with the advice of the Academic Senate and the approval of the Board.

Effective immediately, as Academic Vice President, you are delegated the authority granted to me under Standing Order 100.4(g) and the authority to approve the campus academic and administrative calendars proposed by the Chancellors. This includes the authority to approve, when justified, exceptions to the Guidelines for Establishing the Academic and Administrative Calendars.

David S. Saxon
President

cc:

Chancellors
Members, President's Administrative Council
Principal Officers of The Regents
Special Assistant Powell
Special Assistant Brugger
Assistant Vice President Furtado