

**From:** Erwin, Jilayne **On Behalf Of** Sheerer, Marilyn  
**Sent:** Wednesday, March 05, 2014 2:27 PM  
**To:** ECU Official  
**Subject:** Class Make-up Clarification & Communication

MEMORANDUM:

To: ECU Official Faculty and Staff

From: Marilyn Sheerer  
Provost and Senior Vice Chancellor for Academic Affairs

Mark Sprague  
Chair of the Faculty

Re: Class Make-up Clarification & Communication

The purpose of this communication is to clarify the agreed upon make-up days for classes missed due to winter weather closings this term.

- Tuesday, April 29<sup>th</sup> is the make-up day for classes missed on Thursday, January 30<sup>th</sup>. April 29<sup>th</sup> was previously a class day designated as a Friday make-up day on the approved academic calendar.
- Wednesday, April 30<sup>th</sup> is the make-up day for classes missed on Wednesday, January 29<sup>th</sup>. April 30<sup>th</sup> was previously Reading Day on the approved academic calendar.

All other class sessions should be made up by alternative assignments relevant to classes missed and chosen at the discretion of the faculty. Please be advised that Friday, April 18<sup>th</sup> remains a state holiday on the approved academic calendar and will not be used as a class make-up day. The makeup days are summarized in the table below.

April 18-19, Friday-Saturday	State Holiday (no classes)
April 29, Tuesday	Makeup classes for Thursday, January 30
April 30, Wednesday	Makeup classes for Wednesday, January 29

An updated University calendar is available online at the following URL.

<http://www.ecu.edu/cs-acad/fsonline/customcf/calendar/Spring2014.pdf>