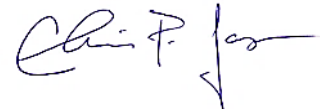


MEMO

DATE: January 25, 2024
TO: Faculty
FROM: Chris Janzen, Acting Senior Vice President,
Academic
SUBJECT: Respecting the Midterm Break



Dear Colleagues,

I am writing to address an important aspect of our academic calendar and its impact on the well-being of our learners: the mid-term break.

As outlined in Article 1.10 of our Policy AA13 *Assessment and Evaluation of Learning*, the mid-term break is designed to allow students to take a mental health break from academic activities. This break allows students to reflect, catch up with family, and engage in personal activities, which are essential for their overall well-being.

Furthermore, it is essential to recognize the particular significance of the mid-term break for our students who travel during this period. The break provides a rare opportunity for them to spend time with distant family members and engage in personal pursuits without the pressure of academic work.

Therefore, I ask that you to avoid the assignment of new tasks or evaluations that would require substantial student effort during this time period. Also, tests or learner work should not be due in the week immediately following a mid-term break. Your cooperation in respecting the intent of the mid-term break is essential in supporting our students' well-being and ensuring a balanced academic experience.

Thank you for all you do in support of our students!