Please forward the completed annual report to the Faculty Senate office via email at facultysenate@ecu.edu no later than May 1, 2007. Thank you.

2006-2007 Academic Year

COMMITTEE: CALENDAR COMMITTEE

1. Membership (include ex-officio members).
   REGULAR MEMBERS (with vote)
   Punam Madhok                      Art and Design
   Stephen Dock                     Foreign Languages and Literatures
   Jonathan Dembo                   Secretary
   Shanan Gibson                    Vice Chair
   John Crammer                     Chair
   Johna Faulconer                  Education
   Donna Kain                       English

   EX-OFFICIO MEMBERS (with vote)
   Austin Bunch                     Rep. of Chancellor – Chief of Staff
   Angela Anderson                  Rep. of Provost – Registrar
   Mary Farwell                     Rep. of Chair of the Faculty – Biology
   Mike Rastatter                   Faculty Senator – Allied Health Sciences
   Cole Jones                        Rep. of Student Government Association

2. Meeting Dates (include members present*).
   * and members who contributed to committee action, but were not at the meeting.
   August 29, 2006
   Jonathan Dembo, Shanan Gibson, Punam Madhok, Johna Faulconer, Donna Kain, John Crammer, Austin Bunch, Michael Rastatter, Atul Bhula (SGA representative)

   September 28, 2006
   Jonathan Dembo, Shanan Gibson, Punam Madhok, Johna Faulconer, Donna Kain, John Crammer, Stephen Dock, Austin Bunch, Michael Rastatter, Angela Anderson, Mary Farwell

   October 26, 2006
   Jonathan Dembo, Punam Madhok, Johna Faulconer, John Crammer, Stephen Dock, Mary Farwell

   November 30, 2006
   Jonathan Dembo, Johna Faulconer, John Crammer, Stephen Dock, Shanan Gibson, Donna Kain, Austin Bunch

   January 26, 2007
   Jonathan Dembo, Johna Faulconer, John Crammer, Shanan Gibson, Donna Kain, Punam Madhok, Austin Bunch, Mary Farwell, Michael Rastatter

   February 16, 2007
   Jonathan Dembo, John Crammer, Shanan Gibson, Donna Kain, Punam Madhok, Stephen Dock, Angela Anderson, (Johna Faulconer contributed through e-mail)

   April 20, 2007
   Stephen Dock, Jonathan Dembo, Shanan Gibson, John Crammer, Punam Madhok, Johna Faulconer, Donna Kain, Angela Anderson, Mary Farwell

3. Subcommittees established during the year (include progress and/or completion of work).
   None
4. Accomplishments during the year, especially as addressed through committee goals. Please include recommendations made to any University agency other than the Faculty Senate that will be noted under #5.
   - Drafted calendar for faculty information that included dates related to SOIS, promotion & tenure, and other academic deadlines specific to faculty. Presented to Faculty Senate for consideration and feedback.
   - Resolved issue of what to do concerning Memorial Day in the summer.

5. Reports to the Faculty Senate (include dates and resolution numbers).
   - Approved Summer 2008, Fall 2008, Spring 2009 calendars. (07-09)

6. Business carried over to next year (list in priority order).
   - Continue communication and coordination with Pitt Community College and Pitt County Schools.
   - Consider handing the faculty information calendar to a subcommittee.

7. Evaluation of the committee (include anything that hindered or assisted the committee's work during the year).
   - Charge: No problems
   - Personnel: The committee worked well together. Encourage greater participation by the student representative. Apologies to Mike Rastatter for having meetings on days and at times that made it difficult for him to attend some of the meetings.
   - Attendance: Faculty teaching schedules limit choices of when the committee can meet; however there were no meetings at which we lacked a quorum.
   - Responsibilities: No problems.
   - Activities: The committee created a calendar for the 2008-2009 academic year, as is its charge.

8. Suggestion(s) to the Chair of the Faculty and/or Faculty Senate for improving the effectiveness of the committee.

9. Does the Committee's organizational meeting next year need to be earlier than the date set this year? No.
   If yes, when do you prefer: __________________________

   Signed: Chairperson __________________________

   Secretary __________________________