1. Membership (include ex-officio members).

Mark Bowler (secretary)  Psychology
Eban Bean (vice chair)  Technology and Computer Science
Mark McCarthy (chair)  Business
Cindy Elmore  Communication
Ralph Scott  Academic Library Services
Rob Preston  Education
Runying Chen  Interior Design and Merchandising
David Wilson-Okamura  English

Ex-Officio (with vote)
Angela Anderson  Rep. of Chancellor
Allison Crowe  Rep. of Chair of the Faculty
Kylie Dotson-Blake  Rep. of Faculty Senate
Bill McCartney  Rep. of Provost and VC for Academic Affairs
open  Rep. of Student Body
open  Rep. of Interim VC for Research and Grad. Studies

2. Meeting Dates (include members present*).

August 28, 2013
Mark Bowler, Mark McCarthy, Ron Preston, Eban Bean, Cindy Elmore, Angela Anderson, David Wilson-Okamura, Allison Crowe, Kylie Dotson-Blake, Lori Lee, John Given, Mark Sprague

September 25, 2013
Mark McCarthy, Eban Bean, Mark Bowler, Ron Preston, Ralph Scott, David Wilson-Okamura, Cindy Elmore, Runying Chen, Angela Anderson, Bill McCartney, Kylie Dotson-Blake, Allison Crowe, Lori Lee

October 23, 2013
Mark McCarthy (Chair), Mark Bowler (Secretary), Ralph Scott, David Wilson-Okamura, Cindy Elmore, Runying Chen, Bill McCartney, Kylie Dotson-Blake, Allison Crowe, Lori Lee

December 11, 2013
Mark McCarthy, Runying Chen, Ron Preston, Eban Bean, Cindy Elmore, David Wilson-Okamura Bill McCartney, Margaret Pio, Allison Crowe, Lori Lee

January 22, 2014
No Meeting
February 26, 2014
Ralph Scott, Mark Bowler (Secretary), Mark McCarthy (Chair), Runying Chen, Ron Preston, Eban Bean (Vice Chair), Cindy Elmore, David Wilson-Okamura, Angela Anderson, Bill McCartney, Allison Crowe, Kylie Dotson-Blake, Margaret Pio, Lori Lee

March 26, 2014
Mark Bowler (Secretary), Runying Chen, Ron Preston, Cindy Elmore, David Wilson Okamura, Bill McCartney, Margaret Pio, Allison Crowe, Lori Lee

3. Subcommittees established during the year (include progress and/or completion of work).

- To develop and administer survey to faculty regarding the first day of class start dates for the fall and spring semesters. Results of survey were used to suggest moving the first class day of the fall semester to Monday instead of the traditional Tuesday starting in the fall 2015 semester.

- To develop and administer survey to faculty regarding 1) lengthening of Thanksgiving break to a full week and eliminating fall break; 2) if feasible, move that start of the fall semester back to a later date. Survey has not been sent to faculty.

- To develop a new policy for make-up days for classes cancelled. New policy was passed by Faculty Senate at the April meeting.

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.

   NONE

5. Reports to the Faculty Senate (include dates and resolution numbers).

   - 13-83 November 5, 2013, Inclusion of MATH 1066 within the common final exam schedule in approved University calendars, excluding Fall 2013. This addition will include adding text to the Spring 2014, Fall 2014, Spring 2015 approved calendars.
   - 14-06 February 4, 2014, Additions to Summer 2014 University Calendar.
   - 14-07 February 4, 2014, Resolution on Fall 2015 University Calendar.
   - 14-08 February 4, 2014 (Approval rescinded then Action clarified), Spring 2014 Snow Make-up Day Proposal.
   - 14-33 March 18, 2014, 2015/16 University Academic Calendar, including Summer 2015, Fall 2015, and Spring 2016.
   - 14-58 April 15, 2014, Resolution on Academic Conflicts with Fall 2014 Thursday Home Football Games.
   - 14-59 April 15, 2014, Policy for Making Up Missed Class Days.

6. Business carried over to next year (list in priority order).

   - In addition to the 2016-2017 calendar, add three more years of the University Academic Calendar so there will be a total of five.
   - Conduct survey among faculty regarding lengths of fall break/Thanksgiving break as well as starting the fall semester later in the month.
7. Evaluation of the committee (include anything that hindered or assisted the committee’s work during the year).
   A. Charge: No problems
   B. Personnel: The committee worked well together.
   C. Attendance: Faculty teaching schedules limit choices of when the committee can meet; however, there were no meetings at which we lacked a quorum.
   D. Responsibilities: No problems
   E. Activities: The committee created a calendar for the 2015-2016 academic year, as is its charge. The committee changed the policy for adverse weather make-up days.

8. Suggestion(s) to the Chair of the Faculty and/or Faculty Senate for improving the effectiveness of the committee. None.

9. Does the Committee’s organizational meeting next year need to be earlier than the date set this year? No.

Signed: Chairperson   Mark McCarthy

Secretary   Mark Bowler