Calendar Committee Meeting Minutes
Thursday, March 26, 2015

Start time: 3:30  End time: 4:30 PM
Location: Bate 1006
Purpose: Scheduled Meeting

Attendees:
Regular Members: Ron Preston, Eban Bean, Cindy Elmore, Mark McCarthy, David Wilson-Okamura, and Jennifer Radloff
Ex-officio Members: Angela Anderson, Stephanie Richards, and Tracy Carpenter-Aeby
Guest: Lori Lee

1. Opening (5 minutes)
   1.1 Review Agenda/Attendance  Mark McCarthy
   1.2 Review minutes of previous meeting  Ron Preston
   1.3 Approval of minutes of previous meeting  Mark McCarthy

Bean moved, Elmore seconded, and the minutes were approved.

2. Discussion of correct drop date for undergraduate students and deadline for graduate students’ theses/dissertations (10 minutes)  Angela Anderson

3. Discussion of the Student Application/Processing Deadlines calendar (15 minutes)  Angela Anderson

Grad students’ theses/dissertations – the deadline is 10 days before the first day of exam. This should be on the processing dates calendar. The processing calendar will eventually be linked to the academic calendar. For calendars already approved, this will be an editorial change. Lori will eventually develop the processing calendar and this will be linked to the academic calendar when appropriate (when these dates are finalized, which is after the academic calendar is approved).

This was approved by the committee.

4. Review of 2016 – 2017 Calendars (15 minutes)  Mark McCarthy
   4.1 Summer 2016 Calendar
   4.2 Fall 2016 Calendar
   4.3 Spring 2017 Calendar

For these calendars – the thesis date comes off the calendars.

UNC GA – FUSS (Fostering Undergraduate Student Success) policy. These were GA mandates and were approved by Faculty Senate this year. For the calendar, the 60% of semester for a course withdrawal moves that some 7 days for an academic semester.
Committee agreed to allow Mark to make the editorial changes to the calendars to reflect the new 60% rule.

For the propose Fall 2016 Calendar, Elmore moved acceptance, Bean seconded, and the motion was approved.

Note: Faculty Senate did want to know about attendance data the day before spring break.

5. New Business (5 minute)
   5.1 Note any new business

David moved: Ask the units with lab classes to come up with a solution for making up labs that are postponed due to weather and other circumstances. Preston seconded. Approved.

6. End Items (5 minutes)
   6.1 Review Action Items
   6.2 Date of next meeting & any questions regarding meeting minutes
   6.3 Adjourn Meeting

Tracy Carpenter-Aeby will present the calendars at the 14 April 2015 Faculty Senate meeting.
Need data from Bill McCartney to give to Faculty Senate.
Still need to approve the annual report – will do this by e-mail vote.

Meeting was adjourned at 4:04 pm.