Calendar Committee Meeting  
Thursday, March 31, 2016

Start time: 3:30  
End time: 4:30 PM  
Location: Rawl Annex 142  
Purpose: Regular Scheduled Monthly Meeting

Attendees
Regular Members: Ron Preston, Eban Bean, Jennifer Radloff, Margit Schmidt, Mark McCarthy, David Wilson-Okamura  
Ex-officio Members: Angela Fleming, Bill McCartney  
Guest: Lori Lee  
2 student representatives

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

2. Discussion of staggered start times for classes held in Belk Building and Minges Coliseum (45 minutes)

   CONCERN: 8-3:30 classes M, W, F concern only 10 mins between classes causing tardiness to classes at Belk and Menges; no complaints for T/R classes due to the 15 min
   - Belk sections: 39 fall semester, 44 spring semester; # of students: 1324 fall, 1548 spring (mostly junior and senior level); Health & Human Performance courses primarily
   - Menges sections: 22 fall semester, 21 spring semester; # of students: 1361 fall, 1353 spring (evenly distributed across class levels); Kinesiology, Costal Resource Studies
   - Report of some students consistently 4-14 minutes late to classes when moving between the two buildings; transit contacted about the consistent delays. Is a part of the problem commuters’ vs transportation buses?

   SUGGESTIONS: Poll instructors, do they see a problem and what solutions might they have?

   DISCUSSION:
   - Student rep: would be nice to have 15 mins between classes so that they have more time between classes.
     Improved class selection with the new Schedule Planner on Pirate Port.
   - Members - Concern expressed if 15 mins were added between all classes on main campus causing loss of at least one course session a day; overall impact to campus if only a concern for a small number of students.
   - Angela - may need to add info through on-line scheduling system to alert students that they can build in buffers or no schedule times (work, etc) that they don’t want to have a class.

   FORMAL MOTION: (David, 2nd Ron: Contact deans/chairs in these two buildings, is it a serious enough problem to address and if so, what solutions do they propose?
   - Mark to identify the dean(s) & advising center. Provide some potential options and seek what solutions the deans have to propose to the committee.

3. New Business (5 minutes)

   Acknowledgement to David, Eban, and Ron for their 3-year service to the committee as their term ends this spring.

4. End Items (5 minutes)
   4.1 Review Action Items
   4.2 Date of next meeting & any questions regarding meeting minutes
   4.3 Adjourn Meeting