

ECU CALENDAR COMMITTEE MEETING MINUTES

MEETING DATE: September 25, 2013
ATTENDEES: Mark McCarthy (Chair), Eban Bean (Vice Chair), Mark Bowler (Secretary), Ron Preston, Ralph Scott, David Wilson-Okamura, Cindy Elmore, Runying Chen
EX-OFFICIO: Angela Anderson, Bill McCartney, Kylie Dotson-Blake, Allison Crowe
GUESTS: Lori Lee

The meeting was called to order at 12:05 p.m. in Rawl Annex 142 by Mark McCarthy. Minutes from the previous meeting were approved.

Mark McCarthy addressed the issues of "state holiday makeup day" from the previous meeting. David Wilson-Okamura noted three primary issues regarding this practice (i.e., holding Monday classes on a Tuesday during the Fall semester to account for the lost day due to the Labor Day holiday; holding Friday classes on a Tuesday during the Spring semester to account for the lost day due to the Good Friday holiday). Specifically:

- (1) Particularly difficult for faculty who have multiple MWF classes.
- (2) Disruptive for TR classes that will not meet for an entire week shortly after the beginning of the semester.
- (3) Difficult for students who are employed and must schedule their work around their class schedule.

There was a substantial amount of debate regarding potential changes to the current system. The committee agreed to draft a survey that would be administered to university faculty, staff, and administration to determine if any particular solution favored over any others. David Wilson-Okamura volunteered to create the initial draft and Kylie Dotson-Blake volunteered to assist with getting the final survey into Qualtrics. The committee would review the survey at the next meeting.

Bill McCartney requested to readdress the issues regarding Fall Break and Thanksgiving Break. Specifically, the substantial number of students who leave campus several days prior to the start of each. This is supported by numerous sources of data including meal plan usage and electronic building access. To remedy this problem, Bill McCartney favored the removal of Fall Break and extending Thanksgiving break two additional days. He agreed to provide the committee with more data at the next meeting.

Mark McCarthy noted that the Department of Mathematics was going to provide him with the minutes from their faculty meeting to confirm the department's support of providing a common exam time for MATH 1066.

Mark McCarthy noted that some of the new calendars that were developed based on the previous meeting assignments were missing several dates and needed to be updated.

Mark McCarthy stated that the next meeting was scheduled for October 23rd at 12:00 p.m. in the same room.

Ron Porter moved for adjournment. Bill McCartney seconded. The meeting was adjourned at 1:05 p.m.