COMMITTEE:    Calendar Committee

MEETING DATE:  Tuesday, February 14, 1995 in Rawl 142 at 3:00

PERSON PRESIDING:  Ruth Jones

ACTIONS OF MEETING:

The chair announced that Jim Smith and Rudy Alexander had sent notes that they would be out of town and Judy Bohannon had sent a note that she would miss the meeting due to other university commitments.

The committee chair announced that in December she had received a questionnaire from Caroline Ayers concerning scheduling of the first meeting of the committee for the academic year. In particular, should committee officers be elected at the same meeting as the committee starts business for the year or should there be a special meeting just to elect officers? The committee is of the opinion that there is no need to meet early just to elect officers. The committee's annual report may indicate the need for an early meeting due to pressing carryover business.

The committee chair received a memo from McMillen (Pharmacology) concerning the scheduling of classes for PhD students in the School of Medicine during summer school. Currently their classes start one or two weeks early in August and go two or three weeks late in the spring. Discussion ensued trying to determine what the wanted done. McMillen joined the meeting. He explained that the 40 to 50 PhD students take a mixture of classes from the Graduate School and the Medical School. They do not finish Spring Semester classes until after the First Summer Session has started, but they need to take a summer school course (usually working in a laboratory) in order to receive their stipend. After discussion it was suggested that the courses be treated as block courses with the dates the classes meet listed in the schedule booklet.

Next the Fall 1997 calendar was considered for approval. Austin asked why the last day to apply for graduation was the next day after the last day for schedule changes and could the date be moved in order to make it more convenient for the Registrar's Office. It was decided to change the guideline from "next class day after add only" to "one week after add only" and to make this change to the proposed Fall 1997 calendar. McDaniel moved, Hattendorf seconded, that the proposed Fall 1997 calendar be approved. Motion passed.

The next meeting is scheduled for Tuesday, February 28, 1995 at 1:00.

The meeting adjourned at 4:40 p.m.