COMMITTEE: Calendar

MEETING DATE: September 20, 1995

PERSON PRESIDING: John Crammer

ACTIONS OF THE MEETING: Meeting called to order by John Crammer, Chair. Minutes from previous meeting distributed and read.

I. Description of action: Richard Hattendorf moved that the minutes be accepted as amended and Nancy Moss seconded the motion. The minutes were approved by unanimous vote.

Assigned additional duties to: None

Completion date/Follow-up action required: None

II Description of action: Summer schedule for 1998 was developed. Chuck Chamberlain moved that the schedule be accepted pending its approval by Gil Moore, Registrar. Motion seconded by Richard Hattendorf and vote was unanimous.

Assigned additional duties: John Crammer to follow-up with Gil Moore.

Completion date: Next committee meeting.

III. Description of action: Schedule for Fall, 1998 was discussed.

Assigned additional duties to: John Crammer will prepare two proposed schedules, one with classes starting on a Monday and the other starting on a Wednesday, for consideration at next meeting.

Completion date: October 17, 1995

IV. Description of actions: Old Business: John Crammer is to look into why Business Affairs has not had a representative on this committee the past few years and if one is needed now.

Assigned additional duties to: None

Completion date: October 17, 1995

NEXT MEETING: October 17, 1995 in Rawl 105.

ITEMS TO BE DISCUSSED: Calendar for Fall, 1998.