ACTIONS OF MEETING:

Description of action: Corrections to the minutes of the Oct. 17, 1995 meeting: Add Chuck Chamberlain to list of ex officio members present. Also, in the last section of Action Taken, change to discussion of change in charge of Committee, delete sentence under Assigned Additional Duties and change Follow-up Action Required to Committee will vote on motion in a future meeting. Nancy Moss moved that the minutes be accepted as corrected. Chuck Chamberlain seconded and the motion carried.

Assigned additional duties to: Libby Knott, secretary, to correct minutes.

Completion date/Follow-up action required: Corrected minutes to be sent to Lori Lee for distribution.

Description of action: Discussion of Spring, 1999 exam schedule. One correction to Spring, 1999 schedule change from April 9 to Friday, April 2 to be consistent with April 2 State Holiday. Motion made by Nancy Moss to approve Spring, 1999 schedule with correction. Motion seconded by Chuck Chamberlain and passed.

Assigned additional duties to: None

Completion date/Follow-up action required: None

Description of action: Discussion of Fall, 1998 schedule.
  Convocation         August 19
  Registration        August 20
  First Day of Class  August 21
  Fall Break          October 14, 15, 16
  Thanksgiving        November 25, 26, 27

No make-up day needed

Assigned additional duties to: None

Completion date/Follow-up action required: Vote on Fall, 1998 schedule at next meeting

Description of action: Discussion of Weekend College proposal. Major concern for the Calendar Committee in the future is to make sure there are enough Saturdays in each schedule and taking it into consideration in exam schedule.

Assigned additional duties to: None

Completion date/Follow-up action required: None

Description of action: Discussion of time line for presenting schedules to Faculty Senate. Faculty Senate office needs a copy of the schedule and any other materials by March 11, 1996 for it to be on the agenda for the March 26 Senate meeting.

Assigned additional duties to: None

Completion date/Follow-up action required: None

NEXT Meeting: February 13, 1996

ITEMS TO BE DISCUSSED: Approval of Fall, 1998 schedule and approval of motion to change charge to include an ex officio member from Business Affairs.