COMMITTEE: Calendar Committee

MEETING DATE: 13 October 1997
PERSON PRESIDING: Nancy Moss

ACTIONS OF MEETING

Description of action:
Minutes of 9/15/97, approved as distributed.

Description of action:
Committee Participation Evaluation Form - Distributed for review in meeting. Nancy Moss will gladly complete this form for those committee members who advise her of their wish to have their committee participation evaluation recorded.

Weekend University Guidelines - Nancy Moss informed the group that our charge as committee members is to resolve the calendar. Administrative issues re: weekend university will be resolved by an administrative group.

Weekend University Classes for Summer 2000 - B. Denney expressed concern about Monday being designated as the drop/add date for weekend university. His office is minimally staffed on Mondays; therefore, having the drop/add date on Tuesday or later in the week when staffing is better is desirable. Further discussion was held regarding format versus guideline changes and changes that could be considered editorial in nature rather than substantive.

Description of action:
Change May 15, Monday to May 16, Tuesday. Change June 5, Monday to June 6, Tuesday. D. Glascoff made the motion to modify the weekend university format so that the first working day be changed to the second working day in all occurrences related to drop/add. The motion was seconded by C. Chamberlain. Motion passed.
Editorial changes for the existing (previously approved) weekend university calendars will be recorded by memo and sent by Nancy Moss to Don Sexauer. These editorial changes of day/date for drop/add could then be announced by D. Sexauer in Faculty Senate.

Fall Calendar 2000 - Discussion was held regarding previous changes and any additional changes on the Fall 2000 calendar.

Description of action:
Change October 2, Monday to October 3, Tuesday. By consensus, Fall 2000 calendar was approved as amended. Spring Calendar 2001 - Discussion was held regarding needed changes on Spring Calendar 2001.

Description of action:
February 19, Monday remains as is for semester-length courses. Add February 20, Tuesday for drop/withdrawal information related to Weekend University.

By consensus, Spring Semester 2001 calendar was accepted with aforementioned date change.

Revisions will be incorporated and distributed for final discussion and approval at the next meeting.

NEXT MEETING: Monday, November 17, 1997 at 3:30 p.m.

Respectfully Submitted,
Karen Elberson