COMMITTEE: Calendar Committee

MEETING DATE: 15 September 1997

PERSON PRESIDING: Nancy Moss

ACTIONS OF MEETING

Description of action:
Minutes of 8/26/97, approved as amended - Date should be
8/26/97 not 8/15/97.

Discussion of Possible Request to Evaluate Committee
Members' Participation and Attendance During the Year -
The purpose of this evaluation would be for use in
Promotion and Tenure decisions. Members indicated an
interest in having such an evaluation. The form that would
be used will be attached to the minutes of this meeting.

Discussion of Possible Changes in the Weekend University
Guidelines - Weekend classes have been scheduled for 14
weeks of instruction and the 15th week is designated for
exams. At present, the guidelines do not reflect this change.
A motion was made and seconded to recommend to faculty
senate that the guidelines be modified to reflect the change
from 13 weeks of instruction to 14 weeks of instruction with
week 15 for exams. Motion carried unanimously.

Consensus of the group was to have Dr. Moss accumulate
changes that are recommended by this committee and to
take those suggested changes along with the calendar
proposal to Faculty Senate all at one time.

Initial Formulation of Summer 2000, Fall 2000, and Spring
2001 University Calendars - One issue identified by Gil
Moore is that of fee issues surrounding weekend university
classes. The consensus of the group is that there is a need
to resolve the weekend schedule issues prior to approval of
the calendar for weekend university. Nancy Moss will notify
Don Sextauer of this discussion so resolution
of weekend university issues can be addressed and
subsequently the committee members can establish
the weekend calendar. Further, the 1998 weekend calendar
will need some revision. Bob Denney discussed the
administrative indication for an ad hoc committee for
weekend university summer calendar. Consensus was to
defer consideration of the weekend university summer
calendar.

A motion was made and seconded to adopt the regular
summer 1st. and 2nd session for the year 2000
as proposed. The motion carried unanimously.

Fall Calendar for 2000 - Decisions were made to: 1) remove
the word "tentative" after "Fall Break" for the dates October
14-17; 2) change "actual class days" from 13 to 14
Saturdays and change "effective class days" from 13 to 14
Saturdays; 3) change "December 8-9, Friday-Saturday" from
"Weekend University exams" to "Weekend University meets;" 4) move "December 8, Friday - Regular
Exams begin" to the position below "December 7, Thursday
- Reading Day" and above "December 8-9, Friday-Saturday
- Weekend University meets;" 5) change December 15,
Friday - 7:00 p.m. Exams for fall semester close" to read
"December 16, Saturday - 6:00 p.m. Exams for fall
semester close;" and 6)add "December 15-16, Friday-
Saturday - Weekend University exams" below "December 9,
Saturday" and above "December 16, Saturday - 6:00 p.m.
Exams for fall semester close."

NEXT MEETING: Monday, October 13, 1997 at 3:30 p.m.,

ITEMS TO BE DISCUSSED:
1. Participation Evaluation Form
2. Update on actions taken by Nancy Moss
3. Continued Formulation of Fall Calendar for the Year 2000
   and Spring Calendar for 2001

Respectfully Submitted,
Karen Elberson