FACULTY SENATE ACADEMIC COMMITTEE
ORGANIZATIONAL MEETING

CALENDAR COMMITTEE

Tuesday, 25 August 1998, at 3:00 p.m.

Opening Remarks: Brenda Killingsworth, Chair of the
Faculty, provided opening remarks concerning the Calendar
Committee and its charge. Further remarks were provided
by Richard Ringelstein, Vice Chancellor for Academic Affairs.

Introduction of Committee Members: Committee members
in attendance introduced themselves to the group.

Election of Committee Officers: David Glascoff was elected
Chair and presided over the election of the Vice Chair and
Secretary. David Glascoff presided over the remainder of
the meeting.

Committee Officers Elected:
Chair: David Glascoff
Vice Chair: Ann Adams-Bullock
Secretary: Karen Elberson

Scheduled Standard Meeting Days
Calendar Committee has no standard meeting schedule.

Business Carried Over from 1997-1998
Consider presenting the Committee approved "Guidelines
for Scheduling of Summer Session Courses" to the Faculty
Senate for approval (Please refer to attachment 1 of the
committee's organizational material.)

Gil Moore expressed concern about courses being taught in
non-traditional time slots resulting in half-hour overlaps.
Students either leave one class early or enter the next class
late.

A question arose as to whether class times fell under the
Committee responsibilities. After review of the Committee
charge, Committee members determined that this issue is
appropriate for consideration.

Plan of Action
Committee members will explore this issue in their
respective departments and aim to develop formal
recommendations for Guidelines not only for summer but
also for fall and spring semesters. Target date for
recommendations is January 1999 for implementation fall of
1999.

Evaluate the functionality of the current summer session
terms (two 5 1/2-week sessions and one 11-week Weekend
University term).

Brief discussion was held regarding this issue.

Plan of Action
Committee members will explore this issue in their
respective departments and bring feedback to discuss at the
next meeting.

Explore/develop options which may better serve the
University, students, faculty, and staff.
Brief discussion was held regarding the securing of information on this issue from the university community (e.g. survey. One idea for maintaining required class days was to do away with Registration Day and start classes on the day usually designated as Registration Day. At least one university in North Carolina has implemented this option.

Plan of Action
Committee members will seek feedback from their respective departments regarding options believed to be viable.

New Business


John Crammer submitted a draft of Calendar 2001-2002, which would begin 30 April 2001 and end 20 May 2002.

Plan of Action
Committee members will review the draft and be prepared to discuss the proposed Calendar at the next scheduled meeting. Members are to gather information informally regarding the proposed calendar for 2001-2002.

Discuss Calendar Committee Goals for 1998-99.

Action
Goals were identified and set forth as follows:

- To examine the guidelines for scheduling summer courses.
- To examine and prepare a document similar to guidelines for scheduling of summer to be used for fall and spring semesters.
- To prepare 2001-2002 Calendar (gather information informally re: proposed calendar for 2001-2002).

Formulate agenda for next meeting.
The goals for 1998-99 will serve as agenda items for the next meeting on Thursday, September 24, 1998 at 3:30 p.m. in Rawl Annex, Room 142.

Adjournment:
The meeting was adjourned at 4:00 p.m.

Respectfully Submitted,
Karen Elberson