COMMITTEE: Calendar Committee

MEETING DATE: 9 March 1999

PERSON PRESIDING: David Glascoff

ACTIONS OF MEETING
Description of action:
Minutes of 2/9/99, approved as distributed.

Old Business:
Discussion of Calendar for 2001-2002:

1. If classes start on a Friday, we have no need for a make-up day. Thursday would be Registration Day. For spring 2002, the make-up day for Good Friday was changed from April 30 and designated as January 22 and the date for applying for graduation was changed and designated as January 23. The narrative portions related to these changes will be moved and/or modified to reflect these date changes.

2. John Crammer proposed a new final exams schedule taking into account the busiest exam times and days. The proposed changes will provide a fairly equal distribution of students taking exams on any given day and time. One exam day was reduced from 12,600 students taking exams to 8,400; another exam day was reduced from 10,100 to 9,300, and the other exam day was increased from 2,600 to 7,600. This schedule is more "user friendly" since students are less likely to have three exams on the same day. In addition, parking problems may be alleviated with this new student distribution. The narrative will be changed to reflect new class times. Two sentences will be used to explain the exam scheduling ("Those classes beginning between hours will have the final examination at the time scheduled of the hour during which the class begins (e.g., 12:30 p.m. - 1:45 p.m. TTh class would meet the final examination schedule of the 12:00 p.m. TTh class)." "For classes that meet more than one hour, the examination will be administered based on the time the class actually begins (e.g., 8:00 a.m. - 10:00 a.m. MWF class would meet the final examination schedule of the 8:00 a.m. MWF class)."

3. Discussion was held related to increasing the Thanksgiving holiday by 2 days. The consensus was to leave the Thanksgiving holiday schedule as originally proposed.

4. Mary Farwell made a motion and Salman Abdulali seconded the motion to make all the agreed upon changes to the "virtual" pink calendar/schedule/narrative and to commission David Glascoff to present the proposed calendar/schedule/narrative to the Faculty Senate for approval. Motion carried unanimously.

5. Having no further business to discuss, the meeting was adjourned at 4:40 p.m.

Agenda for Next Meeting will include:

1. Discussion of changing standing guidelines related to exams, MLK make-up days, and so forth

2. Update on Faculty Senate Action regarding proposed
calendar/schedule/narrative

3. Annual Report of Committee

4. Celebration of Achievements

Next meeting scheduled for April 20, 1999 at 3:30 p.m. in Rawl, room #106.

Respectfully Submitted,
Karen L. Elberson