

COMMITTEE: CALENDAR COMMITTEE 19/20

MEETING DATE: 06/22/2020

PERSON PRESIDING: Mark McCarthy

REGULAR MEMBERS IN ATTENDANCE: Mark McCarthy, Lisa Maag, Michael Shoaf, Ginger Woodard

EX-OFFICIO MEMBERS IN ATTENDANCE: Angela Anderson, Tom McConnell

OTHERS IN ATTENDANCE: Rachel Baker

ACTIONS OF MEETING

Agenda Item:

Work out a prospective Fall 2020 + Spring 2021 Exam Schedule.

Discussion:

Angela Anderson mentioned that lots of classes are still moving around in the schedule. They are moving between blocks and from face-to-face classes to being online, so there is still a lot going on. She expressed concern about scheduling the exams for classes with normal meeting times on November 25th, the Wednesday before Thanksgiving. Mark McCarthy acknowledged it was awkward but given the length of the calendar it was necessary. She suggested using that day to schedule exams for courses that meet outside of the regular class times. Mark McCarthy thought maybe they could put the 8:00 classes in that slot as well, because it seemed like there were so few compared to the “prime time” time slots. They were talking about confirming with Mathematics and Foreign Languages whether they would hold common exam times, given that some courses would be online, etc.

Angela mentioned checking to see if there were even any lower-level Foreign Language courses in the 15-week session (they may all have been moved to the 8-week blocks). Talked about looking into this.

There was also a question about the processing dates calendar. When are the cancelation dates? This will be in further discussion next time.

Action Taken:

All agreed on Mark’s initial calendar he presented. He said he will continue to work on it and look into fixing the issues brought up today.

Assigned additional duties to: N/A

NEXT MEETING: 6/30/2020 at 2pm

ITEMS TO BE DISCUSSED: New calendar.