

COMMITTEE: Calendar Committee

MEETING DATE: September 16, 2021

PERSON PRESIDING: Purificación Martínez

REGULAR MEMBERS IN ATTENDANCE: Mark McCarthy, Kristen Brooks, Marianne Montgomery, Katelyn Rouse, Nanyoung Kim, Krishnan Gopalakrishnan

EX-OFFICIO MEMBERS IN ATTENDANCE: Angela Anderson, Peter Groenendyk, Kathy Cox, Savannah Slade

OTHERS IN ATTENDANCE: Rachel Baker

ACTIONS OF MEETING

Agenda Item: Elect officers.

Discussion: Brief discussion of duties.

Action Taken: Nominations were seconded; votes were tallied.

Assigned additional duties to: Results: Chair – Mark McCarthy; Vice Chair – Marianne Montgomery; Secretary – Katelyn Rouse

Agenda Item:

Other topics raised:

- Meetings will be scheduled as needed (not set on consistent schedule)
- Rachel Baker showed us where to find resources and how to access Share Point.
- Business for 2021-2022: Consider a proposed 5-day finals week in fall and spring; Consider new designs for posted academic calendar tables, possibly in cooperation with ITCS; Review Guidelines for Creating and Maintaining University Student Application/Processing Deadlines and explore feasibility of accelerating preparation and posting of “processing calendars”, to correspond more closely than at present with postings of academic calendars; Establish alternative block calendar for future university calendars already approved; Examine if alternative block calendar can be integrated with the current academic calendar.

Discussion: Mark suggested removing the “8 week” language from the Alternate Block Schedule Calendars and calling the blocks “Block 1” and “Block 2”. Going forward the “8 week” language will not be used.

Action Taken: Rachel will take care of changing the Fall 2021 “8 week” language on the Alternate Block Schedule Calendar.

Assigned additional duties to:

Agenda Item: Calendar Committee Charge

Discussion: Item 4A in the Calendar Committee Charge – Committee Responsibilities states “The committee considers calendar matters for university units, except the School of Medicine.” Angela stated that the committee doesn’t consider calendar matters for the School of Dental Medicine as well and recommended that it be added to the charge.

Action Taken: Angela made a motion to add “School of Dental Medicine” to item 4A of the Calendar Committee’s Charge. Nanyoung seconded. Motion carried. Rachel will update the charge to reflect the motion.

Assigned additional duties to:

NEXT MEETING: No specific date set.

ITEMS TO BE DISCUSSED:

- Focus on 2023-2024 Calendar.
- Develop Alternate Block Schedule Calendar for 2022-2023.
 - Integrate into future calendars to have one university calendar.