

Calendar Committee Minutes
October 31, 2005
Room 2002, Administration Building
3:00 p.m.

Present: Dr. Barbara Price (COBA) and (CIT); Mrs. Julie Franklin for (VPUA); Mr. Mike Deal (Registrar); Dr. David Alley for (CLASS); Dr. Debbie Bell (COST); Mr. David Lowder (Library); Ms. Laurie Markle (SGA); Dr. Michael Daniel (COE); Dr. Linda Bleicken (Provost); Ms. Julie Watkins (CHHS); Ms. Connie Palfy for (VPBF); Dr. Brent Tharpe , (Deans Council); Dr. Jane Hudak, (Deans Council). Visitor: Mr. Wayne Smith (Registrar)

Dr. Bleicken called the meeting to order at 3:01 p.m.

It was noted that the minutes from the November 3, 2004 meeting were approved electronically in November of 2004.

Dr. Bleicken had all members of the council introduce themselves.

The proposed calendars for Fall 2008, Spring 2009 and Summer 2009 were presented. Dr. Bleicken asked Mr. Deal to explain the Fall and Spring calendars. Following the review and discussions, a motion was made by Dr. Price and seconded by Dr. Alley to approve the calendars for Fall 2008 and Spring 2009 as presented. The motion was approved unanimously.

Mr. Deal explained the Summer Calendar for 2009. Following the review and discussion, a motion was made by Dr. Price and seconded by Dr. Hudak to approve the the summer semester calendar as presented. The motion was approved unanimously.

Mr. Lowder asked that what committee approves when servers are approved to go down for maintenance. Mr. Deal said the Banner Calendar Committee made those approvals. It was discussed that with the on line classes it has been a problem when the servers were turned off for maintenance. It was requested that the Banner Calendar Committee consider this issue. Dr. Bleicken asked that the scheduled down time be reported to the Academic Advisory Council so that the deans may notify academic department of these times.

There being no other business to come before the committee. The meeting was adjourned at 3:50 p.m.

Respectfully submitted,

Diane Wagner
Recording Secretary