

Calendar Committee Minutes
November 4, 2002
3:00 p.m.

Present: Dr. Mike Barth; Dr. Linda Bleicken; Dr. Jim Britt; Dr. Diana Cone; Dr. Ron Core; Mr. Mike Deal; Mr. Jon Kim; Dr. Gautam Kundu; Mr. David Lowder; and Dr. Vaughn Vandegrift.

The meeting was called to order by Dr. Vandegrift at 3:05 p.m.

On a motion by Dr. Core and second by Dr. Cone, the minutes of the October 31, 2001, meeting were approved.

Dr. Vandegrift stated that the university's goal is to approve calendars for at least three years in advance. This will be accomplished with the approval of a 2005-2006 calendar (Fall 2005; Spring 2006; Summer 2006). Copies of the proposed calendars were distributed. Dr. Vandegrift reminded the committee members of the constraints placed on us by the Board of Regents as far as beginning and ending dates for fall and spring semesters. We are also required to have 75 days of classes, in addition to the final exam period.

The proposed Fall Semester calendar shows a beginning date of August 16 and an ending date of December 2. Final Exams will be December 5-8, and Commencement will be on Friday, December 9. There will be no classes on September 5, Labor Day, or on November 23-25, which will be Thanksgiving holidays for the students. Administrative offices will be open on November 23.

The proposed Spring Semester calendar has a beginning date of January 9, with classes ending on May 1. Final exams will be May 2-5, with Commencement on Saturday, May 6. There will be no classes on January 16, Martin Luther King's birthday. Spring Break is proposed for the week of March 13-17. Dr. Vandegrift stated that the institution tries to avoid scheduling classes on St. Patrick's Day, mainly for safety purposes; therefore, Spring Break is scheduled during that week.

Summer Semester has five separate sessions; two short terms, one long term, and the COBA and COE graduate sessions. The proposed beginning date for Term A and Long Term is May 16, with Term A ending on June 16 and finals on June 17. Long Term will end on July 12, with a Reading Day on July 13 and final exams on July 14-15. Term B will begin on June 19 and end on July 21, with final exams on July 22. There will be no classes on May 29, Memorial Day, and July 4, Independence Day.

After review and discussion, a motion was made by Dr. Bleicken and seconded by Dr. Cone to approve the Fall 2005, Spring 2006 and Summer 2006 calendars. The motion was passed unanimously.

There being no further business, the meeting was adjourned.

Respectfully submitted,

Faye Bacon
Recording Secretary