

University Calendar Committee Minutes- Nov. 5, 2009

Members Present: M. Camille (Chair), S. Duggins, B. Flowers-Gibson, C. Hughes, C. Joyce, A. Malta, M. McEacharn, M. Mitchell, N. Walker, A. Weems, C. Reeks

Members Excused: L. Bryan, A. Lockhart, C. Scroggins, D. Mosley

1. The meeting was called to order on Thursday, Nov. 5, 2009 at 11:00 a.m. (A&S Conference Room, Admin. 1-47).
2. The committee created a draft 2010-11 calendar after considering and discussing the following issues:

Issue 1 (Fall Holiday)

- The committee recommends that a Friday be included in the Fall Holiday. Otherwise, staff would be forced to take 9 hours of leave instead of 4 hours.
- The committee prefers a Thursday/ Friday holiday instead of a Friday/ Monday break because fewer one-day only classes would be impacted. (Faculty offer fewer Thursday-only classes compared with Monday-only classes.)
- The committee recommends that the Fall Holiday occur during the first weekend of October. The advantage of this is that we know that on that weekend we will have an away football game (vs. Auburn). The committee felt that this was a more important consideration than having a relatively short period between Labor Day & Fall Break. The committee considered the second weekend in October as an alternative but felt uncomfortable in knowing that a 50% possibility exists that a home football game would be scheduled during the Fall Break. The committee did not consider scheduling the Fall Break during the third or fourth weekend in October because it would create an imbalance between first and second 8-week terms. (In those cases, Fall Break & Thanksgiving would both fall in second 8-week term).
- Based on the previous considerations, the committee recommends Thursday, Sept. 30 & Friday Oct. 1<sup>st</sup> as the Fall Holiday.

Issue 2 (“Striving” for 2250 minutes in Fall 2010)

- With a Thursday/ Friday Fall holiday, the committee recommends that classes meeting only on R or F must have their finals during finals week to reach 2100 minutes. (If the Fall Holiday occurs over Friday/ Monday, then classes meeting only on M or F must have their finals during finals week to reach 2100 minutes.) The committee recommends that instructors teaching one-day only classes on the other days be allowed to offer their final either during finals week or during the week before finals.

Issue 3 (Striving for 2250 minutes in Spring 2011)

- The committee recommends that classes meeting only on M must have their finals during finals week to reach 2100 minutes. The committee recommends that instructors teaching one-day only classes on the other days be allowed to offer their final either during finals week or during the week before finals.
  
- The committee recognizes that there is an imbalance between TR classes (2285) and MWF (2160)/ MW (2135) classes. No apparent solution was recognized.

Issue 4 (Striving for 2250 minutes in Winter Session/ May Intersession/ Summer I/ Summer II)

- In the draft calendar, the committee notes that classes in May Intersession/ Summer I/ Summer II meet the required 2250 minutes. Classes in Winter Session meet 2160 minutes, which is acceptable to the committee.
  
- The committee also realizes that there is not, as in the past, a one week break in August between the end of Summer II and the start of University Week. The committee feels that it is more important to meet the 2250 minute requirement than to reduce the number of classes in each of the three summer session in order to create the extra one week break.

3. The committee continued last year's discussion of the benefits of having a Master Calendar with all academic/educational deadlines clearly indicated.
  
4. The meeting concluded at 12:15 p.m.
  
5. The committee chair presented the committee's recommendations, including the draft 2010-2011 calendar, to Provost Richters on Monday, Nov. 9<sup>th</sup>. Included in these recommendations was a request from the Registrar to establish Friday, Aug. 19, 2011 as the day to post and confer Summer 2011 degrees.