



University Calendar Committee Minutes

Date 08/18/2017 Start Time 8:30 AM Adjournment Time 8:45 AM Location ULIB 3-B
 Type of Meeting Regular Special

CHAIR	Ms. Shelley Johnston
SECRETARY	
ATTENDEES	Mr. Brandon Bruscato, Dr. Dorothy Davis, Mr. Todd Dooley, Ms. Frankie Everett, Ms. Shelley Johnston, Mr. Anthony Malta, Ms. Emily Mike, Ms. Melissa Rhodes, Mr. Brian Taylor, Ms. Melissa Thorpe, Ms. Nicole Walker
ABSENT (EXCUSED)	Mr. Clarence Nash (SGA), Dr. Donna Rhorer, Ms. Vonny Thornton

Agenda

GENERAL ANNOUNCEMENTS		
Ms. Johnston welcomed the committee and thanked them for attending. Ms. Johnston advised the committee that after its initial meeting, all correspondence would be made via email.		
DISCUSSION TOPICS		
<ol style="list-style-type: none"> 1. A draft of the 2018-2019 calendar was sent via email prior to the meeting for the committee to review. Ms. Johnston opened the floor for discussion regarding any potential issues and advised that the date for Fall Break would be re-evaluated upon the release of the 2018 football schedule. 2. Ms. Johnston indicated that a formula was used to ensure that the minimum class meeting minutes required by SACs would be met for the upcoming academic year and that additional minutes would be added to classes in special sessions. 3. Dr. Davis indicated that as a faculty member, she would prefer the final exam schedule for graduating seniors return to its previous state of being administered during the regular final exam schedule, as it cheated the graduates of classtime. Mr. Malta advised that due to the commencement ceremony currently being held the week of the regular final exam schedule, the only way to verify that degree candidates met degree requirements is for their finals to be administered seperately in order to allow time for the verification process. 5. Ms. Everett verified the withdrawal dates for each part-of-term. 6. Mr. Dooley questioned why our semester breaks often did not coincide with those of the parish school system. Ms. Johnston advised that the ULM calendar was produced at a much earlier time than the parish calendar, therefore, it is not possible for them to be similar. 		
CONCLUSIONS		
Ms. Everett motioned to accept the calendar as presented; Dr. Davis seconded. The motion passed unanimously. Ms. Johnston will email the calendar to the Vice President of Academic Affairs for final approval.		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

Approved by committee/council chair Yes on 8/18/17