

Committee/Academic Calendar

(Mon, November 4, 2013)

(2:00-3:00)

(Bldg 12)

Chair: Lynne Modlin

Vice-chair: Lisa Hill

Secretary: Morgan R. Bland

Members Attending: Lisa Hill, Tashawna Scott, Ben Cole, Lynne Modlin, Morgan R. Bland, Beth Casey

Members Absent: Dr. Tansey, Brown McFadden, Melvin Lodge, Marion Porter

Minutes from Meeting (November 4, 2013)

Agenda Item

I. Approval of Minutes (9/25/13)

Presenter: Lynne Modlin

- **Discussion Item:** Minutes presented for approval.
 - **Action Taken or Recommendation :** Minutes approved.....to be sent to Rebecca Adams and Jennie Singleton

II. Academic Calendar Guidelines

Presenter: Lynne Modlin.

- **Discussion Item:** L. Modlin explained to the group her findings after meeting with Dr. Ange in regards to 84 days vs. 86 days and the potential of Web Advisor decreasing the faculty needs.
- **Recommendation for a change in Calendar Guidelines:** Discussion was generated for 2 options:
 1. Proposal to change the days from 86 to 84 with FWD's and REG days allowed to be the same day instead of separate days.
 - Ben Cole proposed making the 2 allotted exam days; exam/FWD's on the 84 day calendar. After discussion it was determined FWD's would be better utilized at the beginning of the semester.
 2. Proposal to make changes to the Guidelines to better support the criteria expected with the current procedures of devising a calendar.
 - The proposed changes would give a better overview of what was required as part of the academic calendar; ultimately ensuring we are consistent with policy.
- **Action Taken or Recommendation:** Proposal for changing the Academic Calendar and the Academic Calendar Guidelines will be presented to Senior Staff on Monday, November 18, 2013.

III. Distribution of Sample Calendars

Presenter: Lynne Modlin

- **Discussion Item:** It was presented to the Committee 2 proposed samples of the Calendar for 2014-2015. Option A reflects 84 days for Spring and Fall, 34 days for Summer. Option B reflects 86 days for Spring and Fall, 34 days for Summer. Option C shows an alternative for the Fall for 86 days.
- **Action Taken or Recommendation:** Members are to look over the calendar and make suggestions, changes, or recommendations that they feel will better benefit the students, staff, and faculty. Present at the next meeting.

V. NEXT MEETING

Presenter: Lynne Modlin

- **Discussion Item:** Next committee meeting. Will need to meet at least one more time before the Christmas Vacation.

- **Action Taken or Recommendation:** Faculty and Staff to look at their calendars and be looking for an email from L. Modlin on when we will meet next.

Other Information

Next Meeting: November 25, 2013 at 2:00 in the Building 12 Conference Room (sent via email)

**Respectfully Submitted,
Morgan R. Bland**

Note: After approval send to Rebecca Adams and Jennie Singleton