

(Thursday, January 8, 2015)

# Academic Calendar & Registration Committee

(2-3PM)

(Bldg 9 Conference Room)

<b>Chair:</b>	Beth Casey		
<b>Vice-chair:</b>	Edie Findley	<b>Secretary:</b>	Lynne Modlin
<b>Members Attending:</b>	Beth Casey, Edie Findley, Crystal Ange, Rick Anderson, Lisa Hill, Lynne Modlin		
<b>Members Absent:</b>	Richie Alligood, Bebe Major, Camille Richardson, Megan Sommers, Randy Burnette		

## Minutes from Meeting (January 8, 2015)

Agenda Item			
<b>I. Approval of minutes</b>		<b>Presenter:</b>	Casey
<p>➤ <b>Discussion Item:</b> The chairwoman postponed the approval of the December 4<sup>th</sup> minutes until the next scheduled meeting since we did not have a quorum to approve the minutes.</p> <p>➤ <b>Action Taken or Recommendation:</b> Present December 4<sup>th</sup> minutes at the next scheduled meeting.</p>			
<b>II. Approved Changes to the Academic Calendar</b>		<b>Presenter:</b>	Casey/Findley
<p>➤ <b>Discussion Item:</b> Casey and Findley presented to Senior Staff on December 15<sup>th</sup> a recommendation for removing the Summer REG/No Class day in the summer and making it a FWD. This was recommended in lieu of the current floating registration that occurs during the summer. Senior Staff approved the recommendation and Casey made changes to the Calendar Option A and B.</p> <p>➤ Casey and Findley also alerted Senior Staff of discrepancies of 3 dates on the 2015-2016 Calendar that was approved and posted on the home page. Senior Staff approved to have those changes updated and reposted. Casey submitted the changes to Bebe Major who made the corrections and then was posted by Tricia Woolard to the home page.</p> <p>➤ <b>Action Taken or Recommendation:</b> None</p>			
<b>III. Presentation of Option A &amp; B 2016-2017</b>		<b>Presenter:</b>	Casey
<p>➤ <b>Discussion Item:</b> Option A &amp; B were presented with the latest Procedural updates. No suggestions for changes. Options are ready for presentation to Faculty Senate and Staff Association.</p> <p>➤ <b>Action Taken or Recommendation:</b> Anderson to email the Calendar Options A &amp; B to</p>			

ALL across campus for preview. The discussion and voting will take place in Staff Association and Faculty Senate. The collected votes will be presented to Senior Staff by Casey and Findley at a later date.

<b>IV. Calendar 2014-2015 Registration Label</b>		<b>Presenter:</b>	Hill
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- **Discussion Item:** Hill addressed the confusion of the current 2014-2015 Calendar Registration Day on April 1, 2015 that is labeled SUM REG. Since fall registration is currently starting in April and continuing until the fall, it was recommended to remove the SUM heading and leave it as REG. The committee agreed.
- **Action Taken or Recommendation:** Casey to notify Bebe Major to make this change on the current 2014-2015 Calendar.

<b>V. Override Rights</b>		<b>Presenter:</b>	Hill
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- **Discussion Item:** Hill explained that Deans have the override rights currently. In the past, the Leads had these rights and they were removed. Due to time and system's failure to recognize pre-requisites, it was recommended that Leads have override rights re-enlisted.
- **Action Taken or Recommendation:** Ange will notify Anderson and Richardson of the recommendation of the committee for approval.

<b>VI. Yearly Advising PDI</b>		<b>Presenter:</b>	Anderson/Hill
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- **Discussion Item:** Anderson and Hill discussed the need for a yearly education offering on advising to refresh and educate faculty on the Advising system. Committee agreed that this would be beneficial
- **Action Taken or Recommendation:** Discuss in future meeting the logistics of an Advising Training Session.

<b>VII. Registration Schedule for 2015</b>		<b>Presenter</b>	Hill
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- **Discussion Item:** Hill inquired about the time the schedule should be to Lori. In the previous meeting it was stated mid-February and published at the end of February.
- **Action Taken or Recommendation:** Feb 13<sup>th</sup> for Schedule to be to Lori and Feb 27<sup>th</sup> for published date.

**Other Information**

<b>Next Meeting</b>	February 3, 2015 at 2PM
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Respectfully Submitted,  
*Lynne Modlin.*