

ANNUAL REPORT OF THE CALENDAR COMMITTEE

- I. Date: May 1, 1985
To: James LeRoy Smith, Chair of the Faculty
From: Ruth B. Jones

II. Membership of the committee

Ex officio: Vice Chancellor for Academic Affairs or an appointed representative

Elected Members: Wilbur Castellow, Psychology, Vice Chairman
Carolyn Hampton, Science Education
Ruth Jones, Business, Chairman
Karen Krupa, Nursing, Secretary
Alfred Wang, English
Kenneth Wilburn, History

Student: Robert Poole

III. Committee meetings (dates and members absent):

September 4 (Poole)
October 9 (Hampton, Wang, Poole)
October 30 (Wilburn, Pole)
November 6 (Hampton, Poole)
November 20 (Poole, Davis)
January 29 (Poole)

IV. Date of reports to the Faculty Senate during the year:

October 23, 1984
December 11, 1984
March 26, 1985

V. Specific instructions, if any, given to the committee by the Faculty Senate, other than those found in the committee's constitutional charge:

The Charge was revised on February 19, 1985, with instructions for the Calendar Committee to develop guidelines by which future calendars would be prepared. The committee was asked to study issues of drop-add and registration. Gil Moore, registrar, and Freda Pollard, from Computer and Information Systems, served as consultants.

VI. A brief statement of committee organization, subcommittees, research activities, etc.

The committee used ad hoc subcommittees to prepare the original draft of proposed calendars and guidelines but otherwise functioned as a whole. In addition, members of the committee met with the Arts and Sciences Chairs Subcommittee to Study Computerized Registration.

VII. List committee accomplishments including recommendations made to agencies other than the Faculty Senate.

Prepared and submitted to Faculty Senate calendars for Summer School, 1986; Fall Semester, 1986; and Spring Semester, 1987.

Prepared and submitted to Faculty Senate a Report on Concerns Regarding On-Line Registration.

Prepared and submitted to Faculty Senate Guidelines for Setting University Calendars.

Prepared and submitted to Faculty Senate calendars for Summer School, 1987; Fall Semester, 1987; and Spring Semester, 1988.

- VIII. Citation of Senate resolution numbers that originated with the committee:
- 84-30 Fall 1986 Calendar and Exam Schedule
 - 84-31 Summer School Schedule for 1986
 - 84-32 Spring 1987 Calendar and Exam Schedule
 - 84-39 Senate instructing Chair to appoint two senators to Academic Liaison Committee on On-Line Registration with senators reporting to the Senate.
 - 84-40 Report from Calendar Committee concerning on-line registration
 - 85-18 Summer 1987 Calendar
 - 85-19 Fall 1987 Calendar
 - 85-20 Fall 1987 Examination Schedule
 - 85-21 Spring 1988 Calendar
 - 85-22 Spring 1988 Examination Schedule
- IX. Proposals and/or business to be carried over to next year:
Proposed dates for change of major and pre-registration in Fall '86, Spring '87, Fall '87, and Spring '88 calendars should be made.
- X. Evaluation of committee:
- A. Structure: Satisfactory
 - B. Duties: Satisfactory
 - C. Functions: Satisfactory
 - D. Personnel: Excellent
- XI. Suggestions for improving the effectiveness of the committee: None

Ruth B. Jones, Chair

Karen Krupa, Secretary