

## ANNUAL REPORT OF THE CALENDAR COMMITTEE

- I. DATE: March 15, 1988  
TO: Conner Atkeson, Chair of the Faculty  
FROM: James E. Hix, Jr., Chairman

II. Membership of the Committee:

Ex-officio: Representative of Faculty Senate Chair: Robert Woodside  
Vice Chancellor for Academic Affairs or an Appointed  
Representative: Trenton Davis  
Director of University Unions: Rudy Alexander

Resource Person: Gil Moore, Registrar

Dee Brockman, Ac. Library Svcs.	Secretary
Juliana Dowell, Mathematics	
James Hix, Chemistry	Chairman
Karen Krupa, Nursing	
Calvin Mercer, Philosophy	Vice-Chairman
Melissa Nasea, Health Sciences Library	

Student Member: Robert Hasty (appointed October 6, 1987)

III. Committee Meetings: (Dates and Members Absent)

September 22, 1987 (Brockman and ex-officio Davis)  
October 13, 1987 (Hasty and ex-officio Davis)  
November 17, 1987 (Hasty and ex-officio Davis)  
December 10, 1987 (Hasty and ex-officio Woodside)  
January 19, 1988 (Krupa, Hasty and ex-officio Woodside)  
March 15, 1988 (Hasty and ex-officio Alexander, Davis, and Woodside)

IV. Dates of Reports to the Faculty Senate:

January 26, 1988

V. Specific instructions, if any, given to the Committee by the Faculty Senate, other than those found in the Committee's Constitutional Charge.

None.

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

The Committee used ad-hoc subcommittees to prepare the original drafts of guidelines and proposed calendars but otherwise functioned as a whole. The Committee also consulted with the Registrar, Director of Admissions, Director of Athletics, Office of the Vice Chancellor of Academic Affairs, and Student Government Association.

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

Prepared and submitted to the Faculty Senate recommended revised Guidelines For Preparing University Calendars to allow for recently changed state holidays. (See Jan. 26, 1988 Agenda for Revised Guidelines)

Prepared and submitted to the Faculty Senate recommended revised University Calendars for Spring 1989 and Spring 1990 to include recently changed state holidays. (See Jan. 26, 1988 Agenda for Revised Calendars)

Prepared and submitted to the Faculty Senate recommended revised Common Examination Schedules to include CHEM 1121, 1151, 1161 & 2621 at the request of the Chair of the Chemistry Dept. (See Jan. 26, 1988 Minutes for Revised Schedule)

Prepared and submitted to the Faculty Senate recommended Fall Commencement Dates for the 1988, 1989 and 1990 calendars. (See Jan. 26, 1988 Minutes for Dates)

Prepared and submitted to the Faculty Senate recommended University Calendars for Summer 1990; Fall Semester 1990; and Spring Semester 1991. (See Jan. 26, 1988 Agenda for Calendars)

VIII. Citations of the resolution numbers of Senate Resolutions that originated with the Committee. (See Faculty Senate Minutes 1987/1988)

- 88-2 Approval of Revised Guidelines for Setting University Calendars
- 88-3 Approval of Revised Calendars for Spring 1989 and Spring 1990
- 88-4 Approval of Revised Examination Schedule
- 88-5 Approval of Fall Commencement Dates for 1988, 1989 and 1990
- 88-6 Approval of University Calendar for Summer 1990
- 88-7 Approval of University Calendar for Fall Semester 1990
- 88-8 Approval of University Calendar for Spring Semester 1991

IX. Proposals and/or business to be carried over to next year:

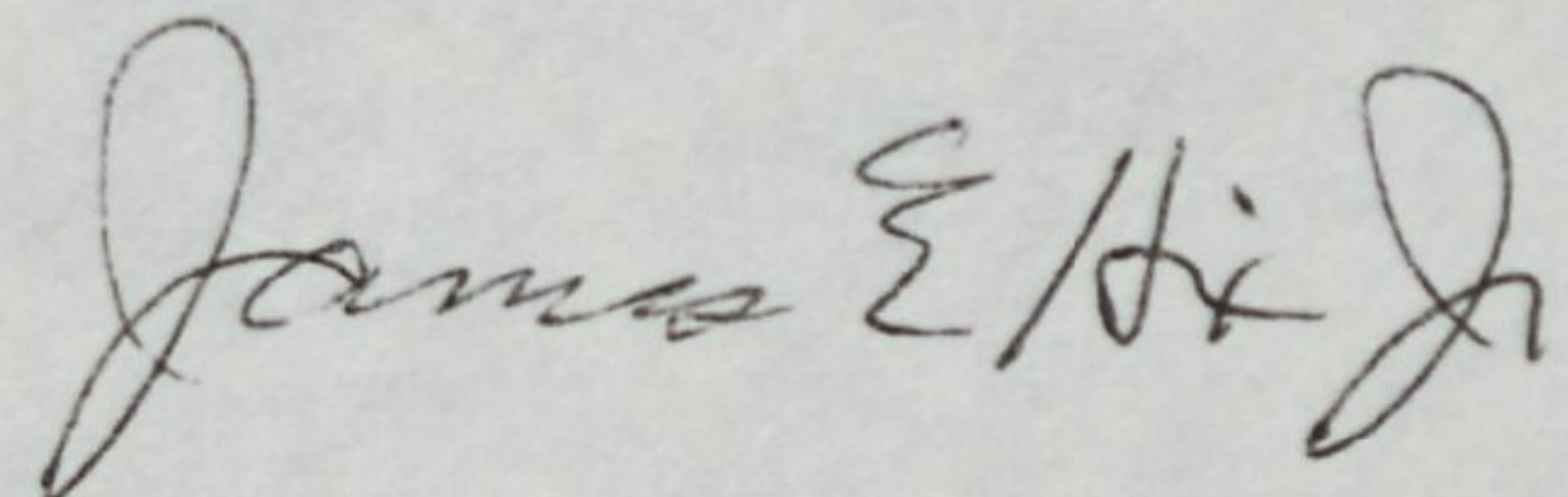
The Committee recommended to the Committee on Committees that the Registrar, Mr. Moore, be appointed as an Ex-Officio Member of the Committee instead of as a Resource Person (Memo of Dec. 18, 1987)

X Evaluation of the Committee:

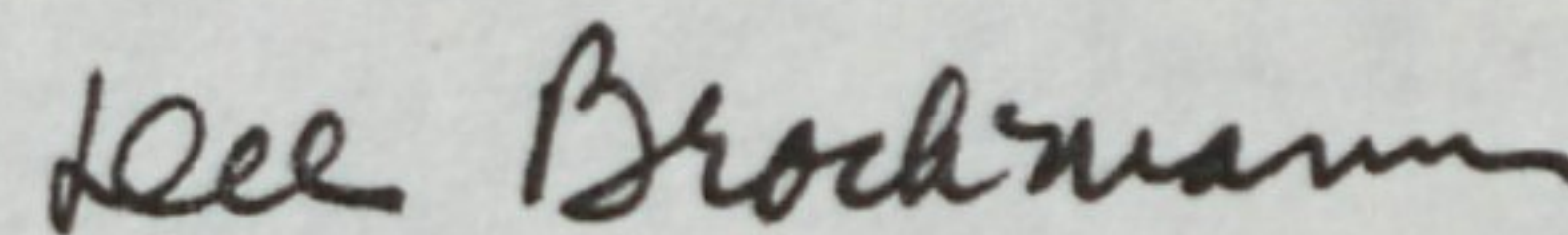
- A. Structure: Satisfactory
- B. Duties: Satisfactory
- C. Functions: Satisfactory
- D. Personnel: Excellent

XI. Suggestions for improving the effectiveness of the Committee:

None



James E. Hix, Jr., Chairman



Dee Brockman, Secretary