

Minutes of the Calendar Committee - Friday, March 9, 2007

Charlie Hurt*	Pam Katzman*	Nate Splett
Miriam Huffman	Katrina Larsen*	Jerry Waller*
Douglas Johnson	Rebecca Peine	
Rich Kathan	Karl Peterson	

* Absent

** No member identified

() Substitute

Call to order: The meeting was called to order at 1:26pm.

Seating of Substitutes: None

Guests: None

Approval of the Minutes from the February 23, 2007, meeting:

The motion (N. Splett/M. Huffman) to approve the minutes from the meeting of February 23, 2007, passed.

Chair's Report and/or others:

1. The Chair indicated that the Committee had correctly interpreted the summer school schedule in the 2009-10 academic calendar. The 2009-10 academic calendar has been forwarded to the Executive Committee and it will likely be considered at the Senate meeting on Wednesday, March 21, 2007.

New Business:

1. **Balanced Calendar Assessment:** The Chair distributed a draft of an assessment survey. There was extensive discussion regarding the content and format of the survey. The key point of agreement were:
 - To include a general introductory statement at the beginning of the survey.
 - To have one statement related to each feature of the calendar that we are assessing. Follow-up questions will be used with a few of the items.
 - To use a split response format, one dealing with satisfaction and the other dealing with importance.
 - To reorder the items to provide for a more logical flow to the survey.

The Chair agreed to revise the survey for the next meeting on Friday, March 23.

2. **Miscellaneous Business:** The Committee discussed revisions to the Committee description in the Faculty Handbook as a result of the change in the administrative structure. The position of Director of Graduate Studies is going to be incorporated into the new Assistant Vice-Chancellor for Academic Affairs position. There was a suggestion to strike the reference to the Director of Graduate Studies and change the description of the Provost to read 'the Provost (or designee) to be consistent with the listing of the Registrar in the Committee description. The new language reads:

2.6.2 Calendar Committee

The Calendar Committee consists of the Registrar (or designee), the Director of Outreach, a student appointed by the Student Senate, the Provost (or designee) and five faculty members appointed by the Faculty Senate for three-year terms: one from the College of Agriculture, Food and Environmental Sciences, one from College of Arts and Sciences, one from the College of Business and Economics, one from the College of Education and Professional Studies and one from the Fourth Division.

A motion (R. Kathan/M. Huffman) to approve the amended Committee description passed unanimously.

The meeting was adjourned at 2:22pm.

Respectfully submitted, Karl P. Peterson