



University Calendar Committee Minutes

Date 09/14/2018 Start Time 9:00 AM Adjournment Time 9:30 AM Location SAND 236
 Type of Meeting Regular Special

CHAIR	Ms. Shelley Johnston
SECRETARY	
ATTENDEES	Mr. Brandon Bruscato, Ms. Ginger Ezell, Ms. Shelley Johnston, Mr. Anthony Malta, Dr. Donna Rhorer, Ms. Melissa Thorpe, Ms. Nicole Walker
ABSENT (EXCUSED)	Dr. Dorothy Davis, Mr. Todd Dooley, Dr. Stephen Hill, Dr. Paul Karlowit, Ms. Emily Mike, Mr. Clarence Nash (SGA), Ms. Melissa Rhodes, Mr. Brian Taylor

Agenda

GENERAL ANNOUNCEMENTS		
Ms. Johnston welcomed the committee and thanked them for attending. Ms. Johnston advised the committee that after its initial meeting, all correspondence would be made via email.		
DISCUSSION TOPICS		
<p>1. A draft of the 2019-2020 calendar was sent via email prior to the meeting for the committee to review. Ms. Johnston opened the floor for discussion regarding any potential issues and advised that the date for Fall Break would be re-evaluated upon the release of the 2018 football schedule.</p> <p>2. Ms. Johnston indicated that in order to insure that all students would meet the required minimum class meeting minutes, effective Fall 2019, all students will be administered finals at the same time with Commencement being held the following week.</p>		
CONCLUSIONS		
Dr. Rhorer motioned to accept the calendar as presented; Ms. Walker seconded. The motion passed unanimously. Ms. Johnston will email the calendar to the Vice President of Academic Affairs for final approval.		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

Approved by committee/council chair Yes on 1/14/19