Present: Don Bredle, Ken De Meuse, Andrea Gapko, Susan Harrison, Robert Hooper, Rose Jadack, Donald Mash, Andrew Phillips, Cleo Powers, Connie Russell, Ronald Satz, Nick Smiar, Alex Smith, Todd Stephens, Jodi Thesing-Ritter, Jean Wilcox

Absent: None

Guests: Jan Morse, Andrew Soll, Ted Wendt

The regular meeting of the University Senate Executive Committee was called to order by Chair Harrison at 3:03 p.m., Tuesday, December 3, 2002 in Schofield 202

1. Without objection, minutes of November 5, 2002 approved with correction
   - Word Associate added prior to Vice Chancellor Harms in two instances

2. Open Forum Items – None

3. Review of tentative agenda for December 10, 2002 meeting of University Senate
   - Consensus to approve as distributed including items A and B under Miscellaneous Business pending passage through respective committees

4. Academic Calendar 2004-2005 – Administrative Officer Jan Morse
   - System requires
     - 170 days of faculty/student interaction defined as organized services including classroom, registration, advising, and exam periods
     - Faculty contractual period must be 39 weeks in length
     - Classes cannot begin before September 2nd
   - Draft #1
     - Fall classes meet two days before Labor Day after three days of registration
     - Fall semester ends with commencement on December 18th
     - Spring classes begin on January 26th after three weeks of Winterim with no Saturday classes
     - Easter falls at end of Spring Break with additional Monday off for travel
     - Spring commencement on May 21 with faculty contractual period ending on May 22nd
     - Followed immediately by three week and eight week summer sessions
   - Draft #2
     - Fall classes follow two week faculty contractual period including five days of registration; begin after Labor Day
     - Everything else for first semester same as Draft #1, except for number of class periods
     - Winterim and registration for Spring Semester overlap two days and spring classes begin on January 24th
     - Late start in fall makes semesters unbalanced
   - Met with first group of students – Student Life and Diversity Commission
     - Overwhelmingly favor Draft #2; don’t like start prior to Labor Day when they come on campus and then travel home for long weekend
     - Meet with Academic Affairs Commission on Thursday
     - Was some concern about imbalance between semesters, but more about Labor Day weekend

Committee Discussion
- Draft #1 includes very workable Winterim with travel time for off-campus experiences
- Limiting orientation to two or three days in Draft #1 challenging; particularly for international students
- Increases time spent with host families
- Requires placement exams on Sunday
• Moving portion of orientation and registration to first contractual week results in loss of professional development opportunities
• Early opening of residence halls also undesirable
• Fall Break not included in calendar because creates even more imbalance
• Consensus reached to revise Draft #2 spring semester to match spring semester of Draft #1 since start of spring semester not affected by start of fall semester
  • Lose two class days, so instructional days reduced to 170; lose some flexibility
• Also need to consider number of MWF vs. TTh classes and number of evening classes
• Students have good point; having 10,000 students on road for long weekend not good
• Consensus reached to send two options forward to Senate with recommendation
• Will probably hear from sciences about shortened fall semester
• Used to start before Labor Day with regularity; kind of nice to ease into school year with two-day week, followed by four-day week, then to full week

MOVED by Senator De Meuse and seconded to recommend Draft #2

Discussion
• Only reason hearing for Draft #2 is based on start of classes and students not beginning prior to Labor Day; to wait for rest of student feedback just makes sense
• Most orientation and registration done during June and July; so is doable in three days, just challenging
• Draft #2 works better for opening of residence halls – could move in after noon on Sunday
• Would also eliminate need for testing on Sunday
• Prefer Draft #2 in support of students and not needing to be on road for weekend and associated alcohol and drug abuse issues
• Prefer Draft #1; evens up teaching days by reclaiming two days in fall semester
  • Big issue with teaching faculty
• Students hate it when calendar splits exam period in December with commencement in middle of finals, but that does add instructional days

Motion PASSED by vote of 8 for, 4 against. Both options will be distributed for information

5. Miscellaneous Business – None

6. Announcements – None

Meeting adjourned at 3:29 p.m.

Wanda Schulner
Secretary to the University Senate