

Calendar Committee Meeting,
October 4, 2019

Chair: Mazhar Arikan, Faculty: Laurie Ramirez, Social Welfare,
Registrars Office: Tiffany Robinson
Student: Seth Wingerter
Also, present: Kathy Reed

The Chair started the meeting, reviewing the two specific charges for FY2020:

1. Compile questions for an online form that will be used when units are requesting exceptions of final and special exam times (USRR 1.3.2) and exceptions to Stop Day (USRR1.3.7) (University Governance will create form and post to website: <http://governance.ku.edu/calendarrequest>).
The chair noted that the online form is on the governance web site and has been use. The section for "exceptions to stop day" will be added once the amendment is reviewed and approved by the University Senate and the chancellor.
2. Survey faculty, staff and students regarding replacing fall break days during the Thanksgiving week. (work with Governance Office to establish survey.)

This was discussed at great length by the committee members. Some possible questions:

- What is your association with the University of Kansas?
Faculty, Staff, undergraduate, graduate students, other
- Are you in favor of removing the two days off for fall break, and having a full week off at Thanksgiving break? Yes/No

Possible alternate language,

- Which of the following would you prefer:
 - Not changing the current calendar, and continue with fall break (Monday-Tuesday)
 - Changing the academic calendar to have Monday, Tuesday, in addition to Wednesday off during the Thanksgiving break.

Various other possibilities were discussed. The committee decided to wait until the spring to send out the survey, after the winter break has passed. With regards to the distribution of the survey, going through IT the individual will have to sign on, or you could ask for email addresses.

The current five-year calendar has been approved by University Senate and will be forwarded to the KBOR in November for approval.

The Chair will review possible questions with other committee members.
K. Reed will check with IT regarding how a distribution list might be created.
T. Robinson will forward student code to K. Reed for nondegree seeking, etc.