

**FY2019 CALENDAR COMMITTEE**  
**Final Report**

Chair: Mary Fry, HSES, (2019); Faculty: Mazhar Arikan, Business, (2019); Faculty: Julia Broxholm, Music, (2021); Faculty: Laurie Ramirez, Social Welfare (2021); Staff: Wendy Bridges, Office Event Mgmt. & Protocol (2021); Staff: Nhan Nguyen, Research, (2020); Registrar's Office Interim: Tiffany Robinson; Student: Molly Harrigan; Student, Andrew Moore; Student, Max Schieber; Ex-officio (non voting): Registrar KUMC: Marla Herron, Registrar; Charles Olcese, Director ISSS

FY2019 Standing charges:

1. Monitor compliance with University Senate Rules and Regulations 1.3.2 concerning final examinations, including: (a) ensuring that adequate arrangements are made each semester to inform students and faculty through the Schedule of Classes about the regulations governing final examinations, and the appropriate procedures to be followed if questions arise about the application of the regulations; (b) informing the teaching faculty and GTAs, via an e-mail from the chair, one week before the beginning of each semester (in August and January) of these regulations and their rationale; and (c) considering requests for exceptions, as provided in the regulations. Report actions taken on these matters to SenEx. (ongoing)

*The Committee sent an email notice to all faculty and GTA's on August 14, 2018 and January 15, 2019. Reminding them of final exam rules, Religious Observances, and accommodations for students that serve in the military.*

2. Monitor compliance with University Senate Rules and Regulations 1.4.2 concerning the scheduling of examinations outside of regular class hours. Following the committee's established procedures, approve or disapprove applications for tests other than final examinations to be held at times other than regular class hours. Report actions taken on these matters to SenEx.

*The Committee reviewed and acted on 21 requests for exceptions (see attached)*

3. Update the five-year calendar. Report to SenEx by November 27, 2018.

*The five-year calendar has been updated.*

Note: Please note that Mazhar Arikan, a current member of the committee, has indicated his willingness to serve as chair next year if asked.

FY2019 Specific Charges:

1. Coordinate with Haskell Indian Nations University and other local schools on Commencement dates, particularly for the Spring semester (contact Governance for information).

*The Haskell Registrar has been updated with the current KU schedule.*

2. Explore the possibility of removing the fall break (Monday/Tuesday) and replacing it with a full-week break during the current Thanksgiving break in November.

*The committee discussed the suggestion to remove fall break from the fall schedule and add those two days to Thanksgiving week. The student members of the committee felt that students would not support this change. Other members of the committee were in agreement or indifferent. The committee suggests that the Calendar Committee for 2019-2020 might survey members of the campus (students, faculty, staff, administrators) to obtain input about replacing the fall break days during the Thanksgiving week.*