In Attendance: Nora Demers, Beth Elliott (substitute for Dorothy Rea), Lorie Hickox, Kim Reycraft, Sue Snauwaert, Adrian Valencia

Absent:

Summary: The Calendar sub-committee of the IAT met to discuss the draft of the 2015-2016 calendar. Beth Elliott attended to represent UFF.

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| 1) 2015-2016 calendar discussion   | Sue explained different constraints and requirements that affect the 2015-16 calendar. Faculty often have questions and concerns, and the CBA needs to be considered as well. Several actions were identified to increase communication and understanding.                                                                 | 1. Beth will ask Shawn Felton if Sue Snauwaert and Sue Byars can be added to the agenda to address faculty re; the calendar at Faculty Senate.  
2. Adrian began typing a list of common questions that faculty have re: the calendar that need consistent and clear answers. The list will be forwarded to Sue when complete.  
3. Sue recommended that a survey be created and distributed across the colleges to get faculty input on the calendar.  
4. Beth will discuss calendar concerns with the Provost from a UFF perspective. | 1. Talk with Shawn about adding Sue to the agenda.  
2. Forward list to Sue.  
3. Create survey.  
4. Beth will meet with the Provost. |