Faculty Affairs Committee

January 31, 2014

Present:

Kenneth Bridges, Henry Culbreth, Nancy Whitmore, Linda Bates, Keitha Davidson, Gary Hall, Roslyn Turner

The next Faculty Affairs committee meeting will be the Friday, Feb. 28, 2014 at 9:30 am in room 209.

The following issues were discussed:

1. This committee asked that the proposed Academic Calendar be communicated to the entire faculty. Faculty input is very important to all involved. Attached to these minutes please find the proposed academic calendar for the next two years and some “worksheet” calendar views if you want to use them.
2. Faculty Affairs committee would like to emphasize that the development of and publication of an error-free schedule for classes be a priority.
3. While a new process for turning in PAF’s has been developed it has not been implemented.
4. Convocation this year was especially tedious with two skyped presentations. Faculty Affairs would like to suggest that Dean Inman and Veronda Tatum explain what exactly they need from faculty to make their reports each semester. They seem to be pleading and begging in emails each semester for rosters to be verified. It is very important that this message be one we hear and we have explained. If there is anything this committee can do to get rosters verified on time, we want to be a part of it!
5. A report from Linda Bates that the Quality Initiative Committee will be working with Professional Development to make the focus of convocation be subject-area specific. The focus will be on our upcoming accreditation requirements.
6. This committee has been asked by Phil Ballard to re-visit the Mentoring Policy which we have gladly agreed to do. The committee will be sending the policy and recommended revisions for faculty input.
7. Scott Larkin will have the Life shares Bloodmobile here Tuesday, Feb 4 from 11:00 a.m. to 4:00 p.m. We encourage everyone who can to participate and donate blood.
8. African American read-in will be held \_\_\_\_\_(when). All are encouraged to attend.(someone please write more here)
9. Discipline issues seem to abound. It is the general feeling at this committee meeting that we at Southark are not prepared for situations that have been coming up, either physically or policy-wise. We are not prepared for emergencies.

**Academic Calendar 2014-2015 – Draft 01/24/14**

**Fall Semester 2014**

Aug 19 New Student Orientation

Aug 20 Faculty In-Service

**Fall Semester**

**Faculty Work Days**

August = 8

September = 21

October = 23

November = 17

December = 15

**Total = 84**

Aug 21 In-Service – Division, Department, & Committee meetings

Aug 22 Advising and registration

Aug 25 Classes begin

Aug 27 Last day of late registration or to add a class with instructor permission

Sept 1 Labor Day Holiday, college closed

Sept 12 Last day to change to audit status

Oct 15 Last day to apply for December graduation

Nov 20 Last day to withdraw from a course with a grade of “W”

Nov 26 No Classes

Nov 27-28 Thanksgiving Holiday – College closed

Dec 4 Last day of classes

Dec 8-12 Final exams

Dec 12 Semester ends – Grades due electronically at 10:00 a.m.

Dec 15-18 Assessment days

Dec 18 Commencement (Thursday)

**Spring Semester 2015**

Jan 8 New Student Orientation

Jan 12 Faculty In-Service – administrative offices closed until 10:00 a.m.

**Spring Semester**

**Faculty Work Days**

January = 14

February= 20

March = 17

April = 22

May = 11

**Total = 84**

Jan 13 Advising and registration; Division & Department Meetings

Jan 14 Classes begin

Jan 16 Last day of late registration or to add a class with instructor permission

Jan 19 Martin Luther King Holiday, college closed

Feb 2 Last day to change to audit status

Mar 19 Last day to apply for Spring Graduation

Mar 23-27 Spring Break, no classes

Mar 27 Spring Break, college closed

Apr 20 Last day to withdraw from a course with a grade of “W”

Apr 30 Last day of classes

May 4-8 Final exams

May 8 Semester ends – Grades due electronically at 10:00 a.m.

May 11-14 Assessment days

May 15 Commencement

**Summer 2015 First Term**

May 25 Memorial Day Holiday, college closed

May 28 Advising and registration

**First Summer**

**Faculty Work Days**

June = 18

July = 1

**Total = 19**

June 1 Classes begin

 June 3 Last day of late registration or to add a class with instructor permission

June 9 Last day to change to audit status

June 29 Last day to withdraw from a class with a grade of “W”

July 1 Final exams – Semester ends – Grades due electronically at 10:00 a.m.

August 7 Commencement

**Summer 2015 Second Term**

July 1-2 Advising and registration

**Second Summer**

**Faculty Work Days**

July = 16

Aug = 3

**Total = 19**

July 3 Independence Day Holiday, college closed (Friday)

July 6 Classes begin

July 8 Last day of late registration or to add a class with instructor permission

July 9 Last day to change to audit status

July 27 Last day to withdraw from a class with a grade of “W”

August 4 Final exams – Semester ends – Grades due electronically at 10:00 a.m.

August 7 Commencement

**Summer 2015 Long Summer**

May 25 Memorial Day Holiday, college closed

May 28 Advising and registration

**Long Summer**

**Faculty Work Days**

June = 18

July = 18

Aug = 3

**Total = 39**

June 1 Classes begin

June 3 Last day of late registration or to add a class with instructor permission

June 9 Last day to change to audit status

July 3 Independence Day Holiday, college closed (Friday)

July 27 Last day to withdraw from a course with a grade of “W”

August 4 Final exams – Semester ends – Grades due electronically at 10:00 a.m.

August 7 Commencement

*Note: The College reserves the right to adjust the calendar in the event of inclement weather or other unforeseen circumstances.*

**Academic Calendar 2015-2016 – Draft 01/24/14**

**Fall Semester 2015**

Aug 18 New Student Orientation

Aug 19 Faculty In-Service

**Fall Semester**

**Faculty Work Days**

August = 9

September = 21

October = 22

November = 18

December = 14

**Total = 84**

Aug 20 In-Service – Division, Department, & Committee meetings

Aug 21 Advising and registration

Aug 24 Classes begin

Aug 26 Last day of late registration or to add a class with instructor permission

Sept 4 Last day to change to audit status

Sept 7 Labor Day Holiday, college closed

Oct 14 Last day to apply for December graduation

Nov 19 Last day to withdraw from a course with a grade of “W”

Nov 25 No Classes

Nov 26-27 Thanksgiving Holiday – College closed
Dec 3 Last day of classes

Dec 7-10 Final exams

Dec 11 Semester ends – Grades due electronically at 10:00 a.m.

Dec 14-18 Assessment days

Dec 18 Commencement (Thursday)

**Spring Semester 2016**

Jan 7 New Student Orientation

Jan 11 Faculty In-Service – administrative offices closed until 10:00 a.m.

**Spring Semester**

**Faculty Work Days**

January = 15

February= 21

March = 18

April = 21

May = 10

**Total = 84**

Jan 12 Advising and registration; Division & Department Meetings

Jan 13 Classes begin

Jan 15 Last day of late registration or to add a class with instructor permission

Jan 18 Martin Luther King Holiday, college closed

Jan 25 Last day to change to audit status

Mar 18 Last day to apply for Spring Graduation

Mar 21-25 Spring Break, no classes

Mar 25 Spring Break, college closed

Apr 19 Last day to withdraw from a course with a grade of “W”

Apr 28 Last day of classes

May 2-5 Final exams

May 6 Semester ends – Grades due electronically at 10:00 a.m.

May 9-12 Assessment days

May 13 Commencement

**Summer 2016 First Term**

May 26 Advising and registration

**First Summer**

**Faculty Work Days**

May = 1

June = 16

**Total = 17**

May 30 Memorial Day Holiday, college closed

May31 Classes begin

June 2 Last day of late registration or to add a class with instructor permission

June 8 Last day to change to audit status

June 27 Last day to withdraw from a class with a grade of “W”

June 28 Final exams – Semester ends – Grades due electronically at 10:00 a.m.

Aug 5 Commencement

**Summer 2016 Second Term**

June 29 Advising and registration

**Second Summer**

**Faculty Work Days**

June = 1

July = 15

August = 3

**Total = 19**

June 30 Classes begin

July 1 Last day of late registration or to add a class with instructor permission

July 4 Independence Day Holiday, college closed (Monday)

July 7 Last day to change to audit status

Aug 1 Last day to withdraw from a class with a grade of “W”

Aug 2 Final exams – Semester ends – Grades due electronically at 10:00 a.m.

Aug 5 Commencement

**Summer 2016 Long Summer**

May 26 Advising and registration

**Long Summer**

**Faculty Work Days**

May = 1

June = 18

July = 15

August = 3

**Total = 37**

May 30 Memorial Day Holiday, college closed

May 31 Classes begin

June 2 Last day of late registration or to add a class with instructor permission

June 8 Last day to change to audit status

July 4 Independence Day Holiday, college closed (Monday)

Aug 1 Last day to withdraw from a course with a grade of “W”

Aug 2 Final exams – Semester ends – Grades due electronically at 10:00 a.m.

Aug 5 Commencement

*Note: The College reserves the right to adjust the calendar in the event of inclement weather or other unforeseen circumstances.*



