

Standing Committee Annual Report

Name of Committee or Council:

University Calendar Committee

Chair:

Dr. Nancy King Sanders

Meeting Dates in Current Year:

April 18, 2023

Major Actions or Accomplishments:

See attached minutes and follow up email.

OBrien Jasmine

From: KingSanders, Nancy K.
Sent: Sunday, April 30, 2023 3:05 PM
To: Hepner, Mickey; Sullivan, Lisa; Nakutis, Kristine V.; Semler, Jane; Nicholson, Jonell C.; Moore, Campbell A.; Fort, Sue; Fields, Fonda T.; Austin, Rose; Kean, Andy
Subject: University Calendar Committee
Attachments: UniversityCalendarCommitteeApril2023MeetingMinutes.docx

Hi all,

Thank you for meeting April 18, 2023 at 1:30 p.m. for the University Calendar Committee. The original agenda and corresponding minutes are attached.

I wanted to provide additional details regarding the Community Day of Service that was discussed during our meeting. Kat Bailey scheduled two subsequent meetings with several stakeholders that have traditionally supported a Freshman Service Project.

The Freshman Service Project has been traditionally hosted during Orientation weekend. Victor Felts stated that if we were to host this event during Homecoming Week that he would be able to enlist a great amount of student volunteers as well as connect students with alumni.

The rest of the stakeholders (Amy Corlew, Jandro Herrera, Ryan Combs, Alexandra Wills, Andy Kean, Danelle Whiteside, Kat Bailey, Nancy KingSanders) agreed that October 25, 2023 would be feasible to establish a Community Day of Service for **freshmen** students this year. Alexandra Wills has volunteer activities that she will organize which can be staggered during the day so students will **not** need to miss any classes.

For freshmen that are not able to participate in the Community Day of Service, APSU 1000, HON 1000, PELP 1000 instructors will design another type of activity for equal credit. This way, the students who are not able to participate in the Community Day of Service will not be penalized.

Kat has the committee ready to design marketing materials about the Freshman Community Day of Service October 25, 2023. Since Alexandra Wills is going to stagger the activities, other students beyond freshmen will be welcome to participate without the necessity of the university cancelling classes.

Focusing on freshmen only for the 2023-24 year will provide a way for us to establish the tradition of a Community day of Service, ensure that it is successful this year, and it will be a good starting point to expand to the rest of the campus for next year. I wanted to ensure that you have this information as it is a different approach to what our committee discussed.

Please let me know if you have questions or concerns.

Best,
Nancy

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University Calendar Committee Meeting

April 18, 2023

Agenda

Members:

Nancy KingSanders, Chair
Mickey Hepner
Lisa Sullivan
Kristine Nakutis
Jane Semler
Jonell Nicholson
Campbell Moore
Sue Fort
Fonda Fields
Rose Austin
Andy Kean

1. Discussion of new academic calendar format – Any feedback?
Student Academic Calendar - <https://www.apsu.edu/academic-calendar/index.php>
Faculty/Staff Academic Calendar - <https://www.apsu.edu/academic-calendar/faculty-staff.php>
2. Discussion of Additional Staff Holiday - November 22, 2023
President Licari closed the campus for November 23, 2022
Recommendation from committee to continue this?
3. Community Day of Service
Guests can provide more details – Dannelle Whiteside, Kat Bailey, Victor Felts
Idea stemmed from Pillar 4 of the University Strategic Plan
Please see attached Draft Pillar 4 Document with SLT Discussion ideas

University Calendar Committee Meeting

April 18, 2023

Minutes

1. *University Calendar Committee members did not have feedback at this time.*

They are going to review and send any corrections/changes to Nancy KingSanders

2. *Fonda Fields mentioned that APSU currently has designated all of the staff holidays that are allowable by the state.*

However, if President Licari decides to allow this staff holiday next year, it is within his purview.

Mickey Hepner mentioned that College of Business staff were grateful for the additional holiday and hope this trend is carried forward next year by President Licari.

Nancy KingSanders will forward this information to Provost Cronley.

3. *University Calendar Committee fully supports the idea of a Community Day of Service.*

Kat Bailey provided additional information from the University Strategic Plan, Pillar 4, stating that President Licari had envisioned the Community Day of Service on the first day of class or during the first week of class for the fall semester.

Most committee members said that it would be problematic to cancel courses at the beginning of the semester for the Community Day of Service because students are still registering for classes, etc.

Lisa Sullivan said that cancelling a day of classes could be problematic for faculty members that have already created their syllabi for Academic Year 2023-24 and that it would be a challenge to try and incorporate appropriate service-learning activities.

Mickey Hepner stated that if the day of cancelled courses fell on a day when a student had a lab that only met once per week, then the student would miss one entire week of the lab instruction.

Jane Semler said it might be best to plan the Community Day of Service for next year to ensure that marketing, service learning, and the entire campus could be prepared so it will be a highly successful event.

Kat mentioned that perhaps we could focus on just freshmen for Academic Year 2023-24 to begin the tradition, and then incorporate all students, faculty, staff, for Academic Year 24-25.

Kat will follow up with a meeting of stakeholders to expand on the current Freshmen Service Project.