

TO: Faculty Senate Executive Council Members  
FROM: Steve Thomas, President-Elect, UTK Faculty Senate  
SUBJECT: Proposed Calendar for UTK Faculty Senate and Faculty Senate Executive Council Meetings, 2012/2013  
DATE: September 21, 2011

Per the Faculty Senate Bylaws (Article II, Section 3), the “Faculty Senate shall ordinarily meet on the third Monday in September, October, and November during the fall semester and on the first Monday in February, March, April, and May during the spring semester. The President-Elect shall review the calendar one year in advance and adjust meeting dates to avoid religious holidays and otherwise as necessary. The proposed schedule for the following academic year shall be presented at the October meeting of the Faculty Senate each year and be published as appropriate.” The following is the report of my review of the 2012/2013 meeting dates. We need to discuss these recommendations at the Faculty Senate Executive Council (FSEC) meeting on October 3, 2011. Based on the input received at that meeting, the proposed 2012/2013 calendar will be presented for adoption at the Faculty Senate meeting on October 17, 2011.

As outlined above, the normal dates for the Faculty Senate meetings would be: September 17, 2012; October 15, 2012; November 19, 2012; February 4, 2013; March 4, 2013; April 1, 2013; and May 6, 2013. Usually, the FSEC meets two weeks in advance of the Faculty Senate. Comparing these 14 dates with holiday calendar available from the Chancellor’s webpage, I see the following conflicts for which adjustments should be considered.

- 1) September 17, 2012 is the Jewish holiday Rosh Hashanah. I recommend that the September Faculty Senate meeting be scheduled one week later than normal, on September 24, 2012.
- 2) While the normal date for the October Senate meeting (October 15, 2012) does not present a conflict, there is a problem with scheduling the corresponding FSEC meeting, which would normally take place on October 1, 2012. However, Monday, October 1, 2012 through Tuesday, October 9, 2012 includes the Jewish holidays of Sukkot and Shemini Atzeret / Simchat Torah. Thus, the earliest the FSEC could meet in October would be **Wednesday, October 10, 2012**. I would appreciate your reactions to two options for scheduling the October meetings of the FSEC and the Faculty Senate.
  - a. If Wednesday, October 10, 2012 is acceptable for the FSEC meeting, the Faculty Senate meeting could be scheduled one week later than usual, on October 22, 2012.
  - b. If Wednesday, October 10, 2012 is not acceptable for the FSEC meeting, then the FSEC meeting could be scheduled for Monday, October 15, 2012, with the corresponding Faculty Senate meeting scheduled on October 29, 2012. The FSEC and Faculty Senate meetings would each be two weeks later than normal. [Note: If the latter dates are chosen for the October meetings, then we may also consider delaying the November FSEC and Faculty Senate meetings by one week each. See below for details.]
- 3) There is no conflict with the date of February 4, 2013 for the Faculty Senate meeting, but the normal date for the preceding FSEC meeting (January 21, 2013) is a University holiday. I recommend that we reschedule only the FSEC meeting, to January 14, 2103.
- 4) April 1, 2013 falls within the Jewish holiday of Passover (March 26-April 2, 2013). I recommend scheduling the April Faculty Senate meeting for Monday, April 8, 2013.

Assuming for the moment that my recommendations for handling points 1), 3), and 4), above, are acceptable, I would appreciate the collective wisdom of the council members for dealing the remaining issue. Below are three possible sets of dates for the Faculty Senate and the FSEC meetings during 2012/13. The differences involve dates for meetings in October and November.

**Option One**, which requires the FSEC to meet on a Wednesday rather a Monday in October, reduces the period between the FSEC meeting and the Senate meeting to 12 days but delays the corresponding October Faculty Senate meeting by only one week.

Faculty Senate	Faculty Senate Executive Council
September 24, 2012	September 10, 2012
October 22, 2012	<u>Wednesday</u> , October 10, 2012
November 19, 2012	November 5, 2012
February 4, 2013	January 14, 2013
March 4, 2013	February 18, 2013
April 8, 2013	March 18, 2013
May 6, 2013	April 22, 2013

**Option Two**, which assumes the FSEC meets on the first available Monday in October, delays the October Senate meeting by two weeks and compresses the period between the October Senate meeting and the November FSEC meeting to only one week.

Faculty Senate	Faculty Senate Executive Council
September 24, 2012	September 10, 2012
October 29, 2012	October 15, 2012
November 19, 2012	November 5, 2012
February 4, 2013	January 14, 2013
March 4, 2013	February 18, 2013
April 8, 2013	March 18, 2013
May 6, 2013	April 22, 2013

**Option Three** follows the same schedule as option two for the October meetings and restores a two-week period between the October Senate meeting and the November FSEC meeting by holding both the FSEC and Faculty Senate meetings in November one week later than normal.

Faculty Senate	Faculty Senate Executive Council
September 24, 2012	September 10, 2012
October 29, 2012	October 15, 2012
November 26, 2012	November 12, 2012
February 4, 2013	January 14, 2013
March 4, 2013	February 18, 2013
April 8, 2013	March 18, 2013
May 6, 2013	April 22, 2013