

**Senate Council Ad-Hoc Committee on Calendars
April 1, 2015**

Committee Members

Kevin Real, Communication and Information, chair
Margaret Bausch, Education
Sharon Lock, Nursing
David Timoney, Registrar
Miko McFarland, International Center
Christian Oberst, Student

Charge

At the Senate Council meeting on October 27, 2014, the SC approved the charge (below) to the ad hoc Committee on Calendars.

- Review the report from the 2012 ad hoc Committee on Calendars.
- Liaise with the SAPPC to coordinate that committee's review of standardized meeting patterns and any intersections with issues discussed by the new ad hoc Committee on the University Calendar.
- Present SC with recommendations about the 2012 ad hoc committee's report, including limitations, prioritizations, and implementation plans.
- Create and suggest alternatives, if appropriate, to the recommendations from the 2012 ad hoc committee.

Activities

- 1) Reviewed the report from the 2012 ad-hoc Committee on Calendars. This report recommended the adoption of a policy that would allow for courses to meet during the Fall, Spring, and Summer semesters in accelerated formats of varying lengths. Using a complex algorithm, possibilities for classes that met for 16, 12, 8, 6, 4, 2, and 1 week were developed.
- 2) Liaised with the SAPPC to coordinate the committee's review of the standardized meeting pattern. We did this by introducing the issues related to the standardized meeting pattern within the ad-hoc committee on calendars. David Timoney and Kevin Real participated in both committees and were familiar with the standardized meeting pattern.
- 3) As the committee worked, we engaged and considered a number of elements of the calendars proposal. As such, we distilled the issues down to:
 - A. College and department autonomy
 - B. Summer as single or multiple terms
 - C. Implementation of proposal
 - D. Classroom availability

Recommendations:

We are in favor of allowing departments and colleges more flexibility with offering part-of-term courses. We are also in favor a single summer term.

- A. Colleges and departments can offer courses using the schedules they need to use, within reasonable structural guidelines.
- B. Create a single summer term. Doing this will allow department and college programs more flexibility with offering part-of-term courses during the summer.
- C. As an experiment, limit the implementation of the proposal to the newly-created single summer session.
- D. Address summer classroom availability in the following ways:
 - 1) Programs use the classrooms they control for these courses.

- 2) Programs will need to coordinate with the Registrar to see if there are other departments that want to do the same. Perhaps these other departments could share the same classroom if their part-of-term courses are sequenced appropriately.
- E. The structure of summer is important and issues will need to be addressed. Our committee believes the following should guide scheduling:
- 1) Having a scheduling structure in place that enables students to easily take other classes is good
 - 2) Those depts/colleges that wish to offer courses on different timetables will need formal approval from their Deans.
- F. The registrar's office believes we need to retain these options in order to have some structure for a one term summer session.
- Summer I 2015: 05/12/2015 to 06/09/2015
 - Summer II 2015: 06/11/2015 to 08/06/2015
 - First 4 weeks: 05/12/2015 to 06/09/2015
 - First 6 weeks: 05/12/2015 to 06/23/2015
 - Second 4 weeks: 06/11/2015 to 07/10/2015
 - Second 6 weeks: 06/25/2015 to 08/06/2015
 - Third 4 weeks: 07/13/2015 to 08/06/2015

Additional Considerations

Fall and Spring

For the fall and spring semesters, classroom resources are currently much too limited to be able to offer more part of term sections. In order to offer more part-of-term courses for these semesters, a concerted effort must be made by all departments and colleges to offer sections that maximize the utilization of a classroom throughout the entire semester. For example, programs could coordinate their schedule of part-of-term courses so that one part-of-term courses takes place for the first half of the semester in a classroom and another one takes place during the second half of the semester in the same classroom. Greater dialogue needs to occur with all colleges in order to make it work for the fall and spring semesters