

DRAFT

Minutes of the Calendar Committee - Monday, October 16, 2006

Charlie Hurt*	Pam Katzman	Jerry Waller
Miriam Huffman	Katrina Larsen	
Douglas Johnson*	Karl Peterson	
Rich Kathan	Nate Splett	

- * Absent
- ** No member identified
- () Substitute

Call to order: The meeting was called to order at 4:35pm.

Seating of Substitutes: None

Guests: None

Approval of the Minutes for the September 25, 2006, meeting:

J. Waller moved and R. Kathan seconded to approve the minutes from the meeting of September 25, 2006. The standard class schedule was amended to read from 8:00-5:35, rather than 8:00-5:30. The motion passed unanimously.

Chair’s Report and/or others: None

Unfinished Business:

1. The Committee identified talking points that would be included in the calendar comparison report. Among the points identified were:
 - There are 3 campuses using the 14-week balanced calendar. All three campuses have 55-minute class periods.
 - Most of the UW-campus have calendars with the spring terms being 2-4 days longer than the fall term.
 - UWRF is on the long end of total instructional minutes as measured by instructional time in a typical M-W-F course over the course of an academic year. UW-O has the most instructional minutes with 4680 minutes, followed by UWRF and UW-L with 4620 minutes. UW-Mil, UW-Sup and UW-W have the fewest instructional minutes with 4300.
 - UWRF has the longest J-term schedule and is the only campus to have J-term to start prior to January 2.
 - Fall commencement ceremonies were distributed between Saturday (9) and Sunday (4), with the majority of ceremonies occurring before final exams. Spring term had a similar distribution between Saturday (9) and Sunday (3) commencement ceremonies with all but one being scheduled after final exams.
 - A hypothetical UWRF with the 14-week balanced calendar and 50 minute class periods was included for comparison. This calendar would have the lowest number of meeting minutes in the UW-System at 4200. UW-Mil, UW-Sup and UW-W have the next fewest instructional minutes with 4300.
- K. Peterson will convert these talking points into a brief report for consideration at the next meeting.

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New Business:

1. Discussion of the balanced calendar assessment.

Several assessment items were introduced and discussed. Among them were:

- The lengthening of J-term. Data can be obtained from institutional research that would track how the number of courses offered during J-term and how student enrollments in the courses have changed with the introduction of the balanced calendar.
- The spring semester finishes one week earlier under the balanced calendar. This allows students to engage in internship and work opportunities one-week earlier and perhaps ahead of their peers at other regional institutions.
- The semesters have equal length. Data could be obtained by surveying faculty to see if there have been consequences, both good and bad, to having the semesters be equal in length.
- The class periods were lengthened from 50 minutes to 55 minutes.
- Teaching needs specific to a semester that are not met by the balanced calendar. Certain features of the teacher education program were better served in the spring semester under the old calendar model.
- The balanced calendar does not coincide with the public schools.
- The impact of the balanced calendar on summer session. The spring term ending one-week earlier allows summer session to begin one-week earlier.

M. Huffman inquired whether we should be asking more general calendar-related questions so that we do not end up conducting another calendar related survey in a few months. A discussion ensued about what other items the Committee might survey, including:

- Survey the amount of on-line instruction (D2L, web, etc.) that is being used by faculty.
- The campus climate on the renaming of days. What is more important, balance of days or a smooth schedule?

K. Peterson said that he would contact former members of the Calendar Committee to seek their input on what some of the original intentions of going to the balanced calendar were and what assessment items we might use.

The meeting was adjourned at 5:20pm by unanimous consent.

Respectfully submitted,

Karl P. Peterson