

## Minutes of the Calendar Committee - Monday, November 13, 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 4:30pm.

**Seating of Substitutes:** None

**Guests:** None

### Approval of the Minutes for the October 30, 2006, meeting:

The minutes from the meeting of October 30, 2006 were approved by general consent.

### Chair's Report and/or others:

1. The Calendar Comparison report has not been viewed by the Faculty Senate. The Senate has had some very ambitious agendas and will see the report at a meeting when their agenda is lighter.
2. A letter to the editor responding to the fall break editorial was published in last week's Student Voice. So far there have been no comments or responses.

### Unfinished Business:

1. 2009-10 Academic Calendar

The K. Peterson distributed a draft of the 2009-10 academic calendar and gave a brief overview of the issues that will need to be addressed. In particular, that fact that Labor Day is on September 7, which is the latest possible date for Labor Day in the seven-year calendar cycle. The K. Peterson also noted that the Committee has only calendared five of the seven possible academic calendars; the years with Labor Day falling on September 1, 3, 4, 5 and 6.

2. Balanced calendar assessment.

K. Peterson noted that he had sent everyone copies of two documents that were generated by the Calendar Committee when the University considering the change to the balanced calendar. The documents include rationale for moving to the balanced calendar as well as lists of advantages and disadvantages. The Committee will review these documents at a future meeting for possible items to be used in our assessment of the balanced calendar.

3. Discussion of the 50-minute class periods document.

K. Peterson distributed a draft of a pros and cons document related to the proposed change to 50-minute class periods. There was discussion about not using minutes of in-class instruction as a

measure of quality of instruction – adding or deleting minutes does not guarantee quality. There were numerous suggestions for revising the document including:

- Making it clear that the 14-week balanced calendar would remain unchanged.
- Including a sample standard class schedule with 50-minute class periods.
- Changing the language to reflect ‘issues’ related to changing the class schedule, rather than ‘pros and cons’.

Other specific changes are reflected in the revised document. The Committee agreed that a revised draft would be distributed via e-mail for comment.

**New Business:**

1. Miscellaneous Business

- a. M. Huffman informed that Committee of interest on campus in having a hour during the week when there is no class. This would allow for scheduling of meetings.

The meeting was adjourned at 5:27pm.

Respectfully submitted,

Karl P. Peterson

## 50-Minute class periods

The Calendar Committee and the Academic Programs and Policies Committee have been charged by the Faculty Senate Executive Committee and the Administration to explore the possibility of UWRF adopting a class schedule with 50-minute MWF class periods and 75-minute TR class periods. The proposed change would maintain the features of the current 14-week balanced calendar, but the standard class schedule would be as follows:

	MWF		TR
Period 1	8:00-8:50am	Period 1-2	8:00-9:15am
Period 2	9:00-9:50am	Period 2-3	9:35-10:50am
Period 3	10:00-10:50am	Period 3-4	11:00-12:15am
Period 4	11:00-11:50am	Period 5-6	12:35-1:50pm
Period 5	12:00-12:50pm	Period 7-9	2:00-3:15pm
Period 6	1:00-1:50pm	Period 8-9	3:35-4:50pm
Period 7	2:00-2:50pm		
Period 8	3:00-3:50pm		
Period 9	4:00-4:50pm		

Issues related to the proposed change:

- **Students and faculty would experience shorter class/work days.** The standard class schedule with 50-minute class periods would run from 8:00am-4:50pm and may alleviate some amount of daily workload stress felt by faculty and students. This schedule would allow more time in the evening for student and faculty involvement in co-curricular and extracurricular learning activities.
- **Scheduling of meetings involving faculty, administrators and students would be made more convenient.** The schedules of administrators tend to run on the hour, while the schedules of faculty and student are subject to the class schedule. The scheduling of meetings that involve these constituencies would be made less problematic if all parties were on the same schedule.
- **Standardizing the meeting times to 50 minutes on MWF and 75 minutes on TR would allow all classes to have equal meeting time.** Currently, a 3-credit MWF course meets for 165 minutes per week, while a 3-credit TR course meets for 170 minutes. Over the a 14-week semester this results in 70 minute discrepancy between the two courses; class time equal to ~1.3 fifty-five minute class periods.
- **Evening course offerings could increase in number and be made available at more convenient times.** A shorter standard class schedule would allow non-standard evening classes to begin earlier. An additional non-standard class period could be captured in the evening hours.
- **Use of technology and alternative pedagogical strategies, such as field experience and service learning, has increased the amount of student learning that is taking place outside of the classroom.** With the increasing use of the internet and course delivery systems (D2L), faculty are spending more time managing and administering the technology (discussion boards, on-line quiz, course web-pages, etc...) to deliver course content for outside of class use and students are spending more time using technology to explore content that would have formerly been delivered in-class. More instructors are also using alternative pedagogical strategies that facilitate student learning through activities outside of the classroom.
- **In-class instructional time for faculty and students would decrease.** UW-System institutions currently range from 4300-4680 minutes of classroom instruction for a typical 3-credit MWF course over an academic year (considered over a full year because many institutions do not have balanced semesters). UWRF currently has 4620 minutes of classroom instruction, which ties UW-L for the second most. With 50-minute class periods, UWRF would have the lowest number of instructional minutes at 4200. This would represent a loss of class time equivalent to ~3.8 fifty-five minute class

periods per semester when compared to our current schedule. This change would represent a loss of only 1 fifty minute class period when compared to the fall semester that UWRF had under the unbalanced calendar prior to 2003 (the balanced calendar increased the minutes of instructional time in the fall semester). Exemptions for non-standard scheduling may be granted through the Provost's Office when circumstances warrant.