

1-4-2007

CWU Academic Affairs Committee Minutes - 01 / 04 / 07

Janet Shields

Central Washington University, senate@cwu.edu

Follow this and additional works at: <http://digitalcommons.cwu.edu/fcminutes>

Recommended Citation

Shields, Janet, "CWU Academic Affairs Committee Minutes - 01/04/07" (2007). *All Faculty Committee Minutes*. Paper 281.
<http://digitalcommons.cwu.edu/fcminutes/281>

This Meeting Minutes is brought to you for free and open access by the Faculty Committee Minutes at ScholarWorks@CWU. It has been accepted for inclusion in All Faculty Committee Minutes by an authorized administrator of ScholarWorks@CWU.

Minutes
Faculty Senate Academic Affairs Committee
January 4, 2007

Attendance: Kim Bartel, Heidi Szpek, Jay Forsyth, Tim Dittmer, Tim Englund, Sura Rath and Carolyn Wells.

Absent: Mary Ellen Reimund, Jeff Snedeker, Katie Underwood, and Marla Wyatt.

Guest(s): None

Call to Order: 3:32 pm Co-Chair Heidi Szpek

Announcements – Both motions sent forward to the Senate passed. However, there is a possibility that the Academic Affairs Council may send them back for revisions.

Minutes – November 2 minutes were approved as presented. November 9 minutes were approved as amended.

New Business:

AAC06-07.05 Block Classes – Committee reviewed this charge. Discussion followed whether there was an appropriate place in 5-9 for this kind of policy language. Some felt that it was needed in policy, but maybe needed its own section or put in Part 5-10.

The committee decided to add the following language to section 5-9:

5-9.4.38 Course Scheduling

5-9.4.38.1 Weekday lecture/seminar courses shall be scheduled across the hours of 7:00 a.m. to 10:00 p.m. Limited classroom space prohibits concentration of classes during prime hours.

5-9.4.38.1.1 The normal class period will be fifty (50) minutes in length. Between the hours of 9:00 a.m. and 2:00 p.m., the formal scheduling of a class into a fractional segment of the fifty-minute class period will be prohibited without written approval by the associate dean.

5-9.4.38.1.2 Classes requiring consecutive periods should schedule blocks of time which end no later than 9:50 a.m. or begin no earlier than 2:00 p.m.

5-9.4.38.2 Distance education courses should adhere to the following time blocks with either Monday/Wednesday or Tuesday/Thursday meeting patterns:

- (a) Early Afternoon – 1:00 p.m. start time with class ending no later than 3:10 p.m.
- (b) Late Afternoon – 3:20 p.m. start time with class ending no later than 5:30 p.m.
- (c) Early Evening – 5:40 p.m. start time with class ending no later than 7:50 p.m.
- (d) Late Evening – 8:00 p.m. start time with class ending no later than 10:10 p.m.

5-9.4.38.3 Any exceptions to the above require an approval with reason from an associate dean (with the exception of laboratory classes, graduate level courses and university center courses). Department Chairs must submit rationale and supporting documentation to the associate dean in order to obtain approvals for block scheduling classes.

The committee will continue discussion on this policy language at the next meeting.

Adjournment – 4:32 pm

Next meeting date January 11, 3:30-4:30 p.m., Barge 410 (and telecon)