

Present: Mr. Beckman, Mr. Behen, Mrs. Botty, Mrs. Bridgham, Mr. Dykema, Dean Franklin, Mr. Gosselin, Dean Kitchen, Mr. Reilly, Dean Smith, Mr. Swartz and Mr. Worley.

1. At the request of Miss Brownlee the committee was asked about the examination schedule for the second semester of 1956. Because Memorial Day falls on Wednesday, only four days in the 17th week would be available for examinations. It would be possible to fit all final examinations into these four days by shifting one MWF examination to Tues. or Thurs. However, forcing all the examinations into four days would probably work a considerable hardship on some students. The Registrar office is under no particular pressure at the end of the spring session to get the grades run off and it might therefore be advisable to extend the examination period to Monday of the last week. The Committee unanimously agreed that it would be preferable to extend the examinations through Monday of the last week.

2. Discussion of possible changes in the summer schedule:

The Chairman reminded the Committee that four possible plans for scheduling classes in the summer had been suggested:

1. The present plan in which the standard pattern for three hour courses is to schedule them in two five-week sessions: 8-9:30; 9:40-11:10; 11:20-12:50 six days a week and 1-2:50, 3-4:50 five days a week.

2. To retain the two five-week sessions but eliminate Saturday classes and schedule only four periods during the day, 8-9:50; 10-12:50; 1-2:50; and 3-4:50 Monday through Friday.

3. To retain the two five-week sessions and the five periods a day by starting classes at 7:00 A.M., thus eliminating the Saturday morning classes. Such a plan would call for classes from 7-8:50; 9-10:50; 11-12:50; 1-2:50; 3-4:50 Monday through Friday.

4. Saturday classes would be eliminated by extending the summer sessions to two six-week terms, retaining the present periods; that is, 8-9:30; 9:40-11:10; 11:20-12:50 Monday through Friday. Presumably the afternoon periods would be correspondingly shortened.

Mr. Reilly speaking for the School of Business Administration stated that another plan not heretofore discussed at any length was favored by the dean and faculty that he represented. According to this plan, there would be a single summer session of eight weeks with classes meeting only four days a week, probably Mon., Tues., Thurs., and Friday, from 8-9:30; 9:40-11:10; 11:20-12:50. Each teacher would be expected to teach nine hours during the eight week session, but would teach only alternate summers. He also pointed out that the present maximum of 12 hours for a 10 week semester is a very heavy load; in fact, heavier than the maximum load during the regular session. As a result it tends to put pressure on both the instructor and student to do superficial and inadequate work.

Mr. Swartz reported for the Education dept. a preference for the present system if the classes which are scheduled for Saturday are regularly held. Otherwise, the preference is for two six week sessions, plan No. 4 above.

Dean Franklin reported for the Engineering School and the Physics dept. He stated that these faculties strongly prefer the two five-week sessions but with classes limited to Monday through Friday. Dean Kitchen explained that because of the regulations of the National Association of Schools of Music, it was necessary that classes be scheduled only five or preferably four days a week in the summer, though still within the two five-week summer sessions. Mr. Worley speaking for the Biology dept. stated that the attitudes were rather divided there, but he himself felt that it was a great burden upon an instructor have him teach a heavy summer load after only a week's respite following the regular session.

Mrs. Bridgham and Mr. Beckman speaking for the Chemistry dept. preferred the two five-week sessions, Monday through Friday only. Mr. Behen speaking for History said that though there was no strong expression of feeling, there seemed to be a general preference for the present system. That is, two five-week sessions six days a week.

Mr. Dykema stated that in the Division of Language and Literature there was no strong feeling, but perhaps some preference for two six-week sessions. Dean Smith speaking for the Administration stated that there were no insuperable obstacles to instituting any of the alternative plans (since the plan proposed by Mr. Reilly had not been among the alternatives, he would not commit himself in regard to this one) but that in general the Administration favored the present plan and the President felt that classes which are scheduled for Saturdays should be held and that there was no reason why instructors should not insist on their being held.

The Committee finally agreed that there was such divergence of opinion that it was quite unlikely that anything like a unanimous recommendation for a change of plan could be presented at this time. Therefore of necessity the present system will have to be the basis for the 1955 summer schedule. Mr. Worley moved however that a sub-committee be appointed at once to begin a systematic study of possible changes in the summer schedule, this committee to include at least four members representing music, engineering, business administration and education. The motion was seconded by Mrs. Botty and unanimously approved.

Respectfully submitted

Karl W. Dykema, Chairman