

867-1

Minutes of the Academic Planning Committee
Meeting held on November 12, 1986.

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Present: Profs. Alam, Barger, Castronovo, Elias, Krishnan, Maraffa, and Slawewski.

Excused: Prof. Yoswiak

Absent: Profs. Gillis, Ruggles, Tribble.

1. The meeting was called to order at 4.00 P.M.
2. Minutes of the meeting of Oct. 23, 1986 was approved as corrected. (Prof. Alam was present, but was omitted in the minutes.)
3. Prof. Barger wanted the chair to find out from the Provost about the position of department goals.
4. After discussion, the Committee felt the need for collecting data from students, faculty and chairpersons on the effect of proposed changes in scheduling.
5. Prof. Krishnan distributed draft questionnaires prepared by him and scheduling data received from the Provost's office.
6. Prof. Krishnan informed the Committee that after enquiring the Registrar's office, no problems exist in terms of availability of rooms for class scheduling under the present scheduling system.
7. After looking at the summary of the scheduling data, it was felt that an absolute majority of the classes are being scheduled at the present time at the hour for 50 min. classes and at even hours for 1hr. 50 min. classes.
8. The Committee members decided to study the questionnaire and finalise it in the next meeting.
9. The Committee felt that it will be desirable to administer the questionnaire by faculty members in their classes and that it preferably should be done within the current quarter.
10. Next meeting will be held at 2.00 P.M. on Wednesday, November 19, 1986 in Kilcawley Room No. 2069.
11. Meeting adjourned at 5.00 p.m.