

SUMMER SCHOOL COMMITTEE

Minutes – November 17, 2008

12:00 PM, RUSS128

Members Present: Jill Mitchley, Tulare Park, Kevin Range, Denise Shoemaker, Anna Mae Smith, Andrew Talbot

Review of Summer School 2009 Policy

- Add to item 5: Students must be cleared by their academic advisor to register.

- Discuss minimum enrollments based on an outside meeting with Bill Hanelly. Bill determined a minimum of 12 students; Roger recommended 14 students in 100-level courses. Is a tiered enrollment number necessary? Is it being recommended because of allocations based on course level? Will increasing the minimum enrollment too much hurt enrollments thereby decreasing course offerings? Committee recommends minimum course enrollment of thirteen students for all undergraduate levels of courses for a firm contract. Using a tiered approach to determine minimum enrollment for contracts would cause increased record-keeping difficulty. In addition, using a tiered approach may create a sense of inequity among faculty because those teaching 100-level courses require a higher enrollment.

- Contingency number changes: first session (undg) 10-12 on May 1 at noon; second session (undg) 8-12 on May 1 at noon; first session (grad) 5-7 on May 1 at noon.

- Limitation on pairings as indicated in item 3. Total between the two courses must be 26 students with at least six students in the lower enrolled section. (Exceptions may be possible with the approval of the dean.)

Meeting adjourned: 12:45 PM

Submitted by,

Jill R. Mitchley