

SUMMER SCHOOL COMMITTEE MINUTES

Wednesday, November 16, 2005 2:00 PM
Russell Hall 128

Committee Members Present: Pat Ivory, Jane Penman, Carol Rehn, Jill Reitz

Committee Members Absent: Roger Johnson, Denise Shoemaker

- I. Jane Penman was elected chair.
- II. Jill Reitz was elected secretary.
- III. Review of updated summer school guidelines (attached) for 2006
- IV. Discussed developing the summer school schedule at the same time as the spring schedule so that students can plan their course selections. Jill will try this next year.
- V. At the first meeting, Roger said he would check with Dick McCarty on the costs to run summer school, specifically concerning the possibility of permitting an upper division course to run with fewer than ten students as long as the department had a lower division course with a yet-to-be-determined enrollment above the minimum ten students. Carol would like to include other lower division courses in this process as well, i.e. calculus.
- VI. Another option, in addition to that stated in V., is to look at the financial picture of the summer sessions as soon as the schedule is available to determine the cost to run the sessions. Determine the total enrollment required to meet the costs regardless of minimum enrollments in each course. (There still would need to be a minimum enrollment of perhaps five students to offer the course.)
- VII. At the first meeting, Roger was also going to check on the West Chester model of not charging students for room and board during their summer sessions as long as students enroll in at least 6.0 sh.
- VIII. Jane will invite Dick McCarty to the next meeting to discuss the summer from a budgeting perspective.
- IX. Jill will pull the final summer enrollments from 2003, 2004, and 2005. She will also locate the May 1 contract deadline enrollment numbers for each of those years.
- X. Next meeting will be Monday, December 5 at 2:00 PM in Russell Hall 128.
- XI. Meeting adjourned at 2:45 PM.

Respectfully Submitted,

Jill R. Reitz

xc: President, University
President, APSCUF
President, SCC
Vice President, Academic Affairs
Vice President, Finance & Admin
Vice President, University Advancement
Vice President, Student Affairs
Dean, College of Arts & Science
Dean, College of Education & Human Services
Library (Archives)
Chair, Strategic Planning Committee