

Classroom Use and Academic Scheduling Committee Year-End Report 2024-2025

Submitted by Chris Goeth and Karen Miller Co-Chairs

The Classroom Use and Academic Scheduling Committee, in its second year as a formal Senate Committee, continued to evaluate class meeting patterns and assess potential changes. Chris Goeth will remain co-chair, with the second co-chair to be selected in late summer or early fall 2025.

Key Activities and Outcomes:

- **Goals and Objectives:** The committee discussed and brainstormed several goals for the year, focusing on standardizing scheduling practices and improving classroom utilization. Discussions included reviewing out-of-module times, moving to in-module times or requiring rationale for exceptions, and confirming secondary module pairings for daytime and evening classes.
- **Scheduling Cycle Review:** Based on historical use analysis and faculty feedback, the committee proposed an amendment to the University time module guideline. Presented at the April 2025 University Senate meeting, the proposal faced no opposition and is being adopted by this academic year.
 - *Amendment summary:* Consolidate MW secondary daytime time modules and MW/TR secondary evening modulus into the standard module options.
- **Next Steps:** The Registrar's Office will update the time module guidelines and related processes. Any use trends will be summarized and provided to the committee for review. The Registrar's will work with departments out of the module to move them to within the module options.

General Purpose Classroom Summary:

Classrooms are a shared University resource. Their use is managed and reviewed to maximize program and department needs and student progress towards graduation.

As of Fall 2024 there are 131 general purpose classrooms.

Room Size Range	16-32	35-40	42-55	60-75	80-113	144-187	200-314	Grand Total
# classrooms	54	16	29	10	16	3	3	131

These classrooms can be scheduled using Standard Modules, Secondary Modules, or other approved start/end times. There are costs and benefits associated with mixing Primary and Secondary Modules. Ultimately, the focus is on the inability to offer a class, as off-grid and inefficient use of classrooms prevents classes from being offered when no classrooms are available. This impacts both program and departmental needs, as well as students' progress

toward graduation. By multiplying total classrooms by the count of time modules for a given day meeting pattern we can estimate general capacity.

Fall 2024 Capacity Summary:

Module Type	Time of Day	Day(s)	Daytime Classes
Primary	Daytime	MWF	917 (131 x 7)
Primary	Evening	M, T, W, R	524 (131 x 4)
Primary	Daytime	TR	524 (131 x 4)
Secondary	Evening	MW	524 (131 x 4)

When using both Standard and Secondary Modules, we cannot simply sum the potential number of classes that can be offered. Secondary Module offerings reduce the ability to use Standard Module times. As classes are canceled, the ability to utilize available time is not equal since the times or day patterns differ. Likewise, as classes are changed—particularly if maximum capacity is increased—there are additional complexities to accommodate, as this may require multiple existing Standard Module classes to be relocated.

Secondary time modules were originally cautioned against due to their inefficient use of classroom resources. However, they have been regularly used to meet departmental teaching needs. With improved guidelines, their continued use can be balanced within the class schedule, accommodating classes requiring longer durations while providing greater scheduling flexibility.