Notes from Department Chairs Meeting, August 15, 2006

The Associate Dean, Dean, Department Chairs, and the Director of Resource Management met from 10:00 AM-noon.

Athletic Director Jeff Schemmel and Lesley Fong (Special Assistant to the Athletic Director) talked with the Chairs about student-athletes. They want faculty to inform them immediately of any problems with attendance or classroom effort by the student-athletes. Student-athletes should provide faculty a copy of their sport’s schedule at the beginning of the semester to provide advance notice of classes they may miss. CBA faculty must provide accommodations to student athletes who miss exams or in-class assignments due to any scheduled athletic activity.

Jim gave an update on registration, new upper division declarants, and FTE projections. Sophomore registration begins August 16. Currently, there are 50 more upper division declarants than Fall 2005, and we anticipate another 200+ students to declare after their transcripts have cleared or awaited summer grades from SDSU or community colleges are recorded. This will create additional demand in some core courses beyond currently available seats. Jim asked the Chairs to work with Kelly to make sure we meet any additional demand. If projections are correct, we will end up with 2650 - 2700 FTE, up from 2578 FTE in Fall 2005. This is close to our Fall 2006 target of 2710 FTE. The past few years, the CBA has been under target in fall and over target in spring.

There was a concern over amount of staff time spent compiling grade distribution information for faculty members for RTP purposes. Analytic Studies currently sends hard copy of the grade distribution and overall class GPA for each course to the CBA. Staff manually cut and paste this information for individual faculty to use for evaluation purposes. Jim will contact Sally Farris from Analytical Studies and request the information be provided electronically to ease the work required of the staff. [Although not a part of the Chairs’ meeting, Jim was informed of a recent ruling that requires a university to provide grade distributions from all classes with 10 or more students to pickaprofessor.com, an online service similar to ratemyprofessors.com. Jim will ask Bonnie Zimmerman if the ruling implies that grade distributions could be shared among faculty without violating faculty privacy and confidentiality.]

Criteria for classroom assignments were discussed. Faculty members often prefer certain rooms because of their specific needs related to technology, pedagogy, or logistics. However, parameters for class scheduling also include number of days (once a week vs. two or three times per week), day(s), time, and class size. We hope faculty appreciate their first preference may not be met on each parameter. Jim works with the Chairs and Kelly to try to accommodate classroom requests, but sometimes a faculty member may need to choose between the priorities of the room availability vs. the day/time/size requests.