

Subject: Re: Problems with Currently Proposed FALL 2010-2011 Academic Calendar
From: "Martha Cotter" <martha.cotter@rutgers.edu>
Date: Wed, April 7, 2010 3:53 pm
To: "Arun Mukherjee" <mukherj@echo.rutgers.edu>
Cc: "Ted Szatrowski" <szatrows@rci.rutgers.edu> ([more](#))
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Dear Arun,

Thank you for including me in your e-mail to Ted Szatrowski about changing the academic calendar for fall 2010. Members of the Senate Academic Standards, Regulations, and Admissions Committee (which I co-chair) I've heard from so far all feel that having the first Monday classes not meet until the 13th of September would cause serious problems for students, faculty, and some departments and that Ted's proposal would be a good way to fix the problem, if it can be done at this late date without incurring large expenses in this period of financial difficulty. (If not, we will simply have to live with the problem and revisit the academic calendar for subsequent years to try to "fix" similar problems that may arise.) Let me ask a couple questions to make sure I understand what would be involved. First, whom should I contact at OIT to find out what would be involved in trying to change the database for the fall semester? Second, am I correct in assuming that the problems that Ted's proposed calendar would create for SSW, GSE, and SCI would be the same (i.e., no worse) than those caused for these schools by the Tuesday - Monday switch in designations in Fall 2009?

My apologies for not recognizing that there might be a problem with the fall 2010 schedule before it was brought to my attention by Ted Szatrowski.

Best,
Martha

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Arun Mukherjee wrote:

> Dear Matha and Ted,
>
> The academic calendar for Fall 2010 is identical to the calendar that
> was used in Fall 2004 and I do not recall anyone bringing up any major
> problems with that calendar. There are several issues that should be

> taken into consideration before making any changes at this time.
>
> 1) From the point of view of setting up a data base for the semester, it
> is too late to change the academic calendar for Fall 2010. Fall 2010
> classroom schedules were initialized in November 2009 based on the
> current academic calendar. We need to ask the OIT whether it is possible
> and what resources will be needed to reschedule rooms to align with the
> suggested changes in designation of two dates in Fall 2010, namely "
> change the second Wednesday to a Monday and change the M of Thanksgiving
> week to W".

>
> 2) Because the graduate professional units (GSE, SSW, SCI) in New
> Brunswick do not follow the rules of "changes in designation of class
> days", it was very confusing to faculty and students last fall when we
> had designated Tuesday, September 8, 2009 for Monday classes. The deans
> from these units must be consulted if we are contemplating any changes.

>
> 3) Courses from all units are scheduled in general purpose classrooms
> and to avoid room conflicts, the days when classes follow a different
> schedule than the day of the week, the students in GSE, SSW and SCI have
> no classes on those days. Based on this principle, there will be one
> less class meeting--only 14 Monday classes and not 15 for courses in
> GSE, SSW and SCI.

> Arun

> -----Original Message-----

> From: Ted Szatrowski [<mailto:szatrows@rci.rutgers.edu>]

> Sent: Tuesday, April 06, 2010 5:53 PM

> To: martha.cotter@rutgers.edu

> Cc: Ken Swalagin; Arun Mukherjee; furmanski@oldqueens.rutgers.edu

> Subject: Problems with Currently Proposed FALL 2010-2011 Academic

> Calendar

>
> SUMMARY: The currently proposed Fall 2010 calendar starting on September
> 1, 2010, a Wednesday does not have the first Monday classes occurring
> until the 13th calendar day of the semester, and has classes out of
> synch (an uneven number of M-F classes until the M after Thanksgiving).
> Your suggestion to me that we could change Wed Sept. 8 to Mon classes,
> and the Monday of Thanksgiving week to Wed. classes would correct this
> problem and not have the problems of an alternative suggestion that
> involved changing the designation of the first day of classes.

>
> Given the late timing of any changes, but the possible problems that
> could be avoided if we do make the changes, I have copied Ken Swalagin,
> Arun Mukerjee and Philip Furmanski on this email.

> ----

> DETAILS:

>
> I have separately sent you a communication I had with Arun Mukherjee
> about some earlier ideas I had back in June 2009 for correcting a
> possible problem. He clearly had a concern about changing the

> designation of the first day of classes. He also mentioned that this
> was the same calendar used in Fall, 2004 and did not remember any
> problems at that time and suggested consulting with colleagues about
> that issue.

>

> Your suggestion at the last University Senate meeting in our sidebar
> communication during the meeting of a possible solution is in the
> attachment which has the changes listed in a separate column on the
> currently proposed academic calendar and is summarized
> below:

>

> The problem was that the current schedule for 2010-2011 starts on a
> Wednesday September 1, 2010, and looks like:

>

> CURRENTLY SCHEDULED FOR FALL, 2010 (- is a day with no class)

>

> 9/1 first day				W	Th	F
> 9/6 Labor Day	-	T	W	Th	F	
>	M	T	W	Th	F	
>						
> Thanksgiving	M	T	-	-	-	

>

> Your suggested change to me (change the second Wednesday to a Monday and
> change the M of Thanksgiving week to W) would have the calendar above
> change to (changes marked by * in two places):

>

> PROPOSED CHANGE FOR FALL, 2010

>

> 9/1 first day				W	Th	F
> 9/6 Labor Day	-	T	*M	Th	F	
>	M	T	W	Th	F	
>						
> Thanksgiving	*W	T	-	-	-	

>

>

> DROP/ADD CONCERNS:

> I also note that at the January 2010 meeting of the Senate, I thought it
> was proposed and passed that the drop and add period was extended
> 1 day so that one can drop classes thru day 8 and add thru day 9 (Can I
> assume correctly that these are calendar days counting from the first
> day of classes?) With the current calendar, assuming this
> interpretation, the current calendar for Fall 2010 would not have Monday
> classes occurring until the 13th calendar day counting from the start of
> classes.

>

> COMMUNICATING EFFECTIVELY CHANGES IF MADE:

> I assume that if a change was made, it would be important to communicate
> this effectively to instructors including PTL's and TA's before the
> start of the semester so they can make necessary changes to their
> syllabi, noting that most of us do not read and assume that all
> calendars are alike. Fortunately, the significant information can be
> summarized by:

>

> (If the calendar was changed:)

>

> Subject: Fall 2010 calendar changes of class designations:
>
> Classes Start: Sept. 1, 2010 WEDNESDAY
>
> Changes of Class Designations:
>
> Wed. Sept. 8, 2010 will be MONDAY CLASSES
>
> Mon. Nov. 22, 2010 will be WEDNESDAY CLASSES (Thanksgiving Week) Tue.
> Nov. 22, 2010 will remain as TUESDAY CLASSES (Thanksgiving Week)
>
> URL for new calendar:
> ----
> It is very important that any email sent out about changes have a
> Subject line that catches the readers interest, and not be much longer
> than the above draft. Important message from Vice President Furmanski
> does not always get read!
>
> It would also be good if this was conveyed in each Contract letter to
> PTL's for Fall, 2010 if changes were made.
>
> ---Ted H. Szatrowski, Professor and Senator
> MSIS, RBS, Rutgers University