

ANNUAL REPORT 2017

University Standing Committee: Standing Committee on Registration and Records and the Calendars
Academic Year Covered by Report: Academic Year 2016-17
Date Report Submitted: June 15, 2017
Report Submitted by: David Parish
Number of times committee met: 3 meetings during academic year –
1 On-line meeting

SUMMARY OF DISCUSSION ITEMS/ACTIVITIES OF COMMITTEE

- Dr. Keith Warren from Physics was elected as the committees chair for the next academic year, 2017-2018
- In the committee meeting there was discussed that reading days, in the middle of the Final Exam period, were not effective enough for students who had exams earlier in that particular exam week. They didn't get the same opportunity to study. Likewise, it was determined that Tuesday or Thursday reading days were also not feasible for the same given reasons. It was decided that the best option for a reading day would have been the previous Fridays, before the exam week; however, with the availability of the weekend for study, an additional day, prior to the exam week, was not considered fruitful enough to warrant the time. It was observed by some that many student do not use the time as it was allocated. In addition, the reading day changed the parameters for "dead week" and reduced the flexibility in producing a calendar with even amounts of classroom days, i.e. the same amount of Mondays, Tuesday, Fridays, etc. With less flexibility and possible lack of effectiveness of the time, the committee, along with the student representative, voted to remove the reading day in 2018 in favor of the ability to start later in the Fall semester (August 21st). Link to letter:
[file:///C:/Users/dwparish/Downloads/Calendar_extension_explanation%20\(1\).pdf](file:///C:/Users/dwparish/Downloads/Calendar_extension_explanation%20(1).pdf)
- The committee also decided on investigating a possible change to the final exam periods. The committee agreed to look at a change to the 3-hour final exam in order to gain time at the end of the semester. The thought being that a 2-hour exam period would decrease the 7 day window for finals. This would allow more time throughout the semesters for other considerations i.e. reading days etc. The committee agreed to send a representative to the Associate Deans meetings as well as the Academic Policy Committee for the Faculty Senate. The associate deans

were in favor of further investigation; however, the Policy Committee for the Faculty Senate rejected the concept.

- One of the main responsibilities of the Registration and Records and Calendar Committee is to review the classroom non-stand time request. With the help of Registration and Records' personnel, the committee was sub-divided into groups of three or four members to review and vote on the requests. The following are the outcomes of the committee's deliberations.
 - Fall 2016 request for Spring courses:
 - Total number of request – 61
 - Committee approved – 56
 - Committee denied – 0
 - Returned pending Changes - 5
 - Spring 2017 request for Fall courses:
 - Total Suspension Appeals – 44
 - Committee approved readmits – 40
 - Committee denied – 0
 - Returned pending Changes - 4
- The committee also has the responsibility to review and provide a recommended 3-year academic calendar for approval by the Chancellor. The current committee worked on and developed the academic calendar for the year 2018-19. Discussion was initiated about aligning the UNC-CH calendar for school closures and Spring/Fall student break schedules with the NC State calendar in order to accommodate the new joint Biomedical Engineering program at Chapel Hill. The 2018-19 calendar reflects the results of the discussion. The two schools may be more aligned in their student breaks; however, the committee did not have a 3-year academic calendar for UNC.

RECOMMENDATIONS

- A recommendation for further discussion on a review the academic schedules of other UNC schools in order to alignment with Spring/Fall break and possible summer schedules. Possible change in calendars could increase the flexibility of time available in academic years.

- Possible further discussion on 3-hour exam schedule in order to provide equivalent schedules with peer institutions (Virginia tech, Purdue, etc.) This may allow more flexible time for reading days or a possible change to the exam system.
- Suggest establishing a standard meeting time and day for the committee. Time and day should be in concert with other standing committees with similar membership. This recommendation was in reaction to attendance issues from both student members and teaching faculty on the committee; however, with so few requests for non-standard times, an on-line appeals review can be instituted to save time.