

Registration, Records and Calendar Committee Meeting Minutes

Date: Friday, August 27, 2021

Time: 9:30am - 10:30am

Location: virtual meeting - Zoom

Members present: Cynthia Zuckerman Hyman, Jamie Larsen, Tameka Whitaker, Patricia Marshall, Meagan Kittle Autry, Jason DeRousie, Gary Blank, Molly Fenn, Kristin Thoney-Barletta, Megan Albidrez, Heather Lyerly, Bret Smith, Michael Shurer, Barry Olson, Margaret Erickson, Than Austin, Lian Lynch

Members absent: Barbara Kirby, Joanna Stegall, Carrie Doyle; undergrad students Harrison Andrews, Maggie Lally; plus, 4 unfilled student positions

Ex-Officio Members present: Charles Clift, Kyle Pysker, Lindsey Mihalov Watts

Ex-Officio Members absent: Don Hunt

Welcome

- Meeting called to order at 9:34am by Chair Cynthia Zuckerman Hyman.
- Please contact Cynthia if there are any issues or concerns brought up within your department so a discussion item can be added to the Spring '22 meeting agenda.
- Brief run-through of today's agenda.
- Member introductions (i.e. name and division or college/department represented).

New Business

2024-2025 Calendar

- First topic of business is the 2024-25 academic year calendar to be added to the University's published Three Year Academic Calendar.
- Cynthia Zuckerman Hyman began by saying there are always concerns with Fall semester dates when grades are due, commencement, and winter break, especially in regards to international and graduate students.
- Gary Blank shared opinion that having the last class on the Monday after Thanksgiving Break (Wednesday - Friday) seems to be a waste of time. As an instructor of a MW/MWF class, Gary receives complaints from students about the unfairness that comes with some student presentations taking place the Monday before the break while other students receive an extra week to prepare by having their presentations pushed to the following Monday (i.e. last class meeting).

- Megan Albidrez asked why Fall Break is now a Monday & Tuesday instead of the traditional Thursday & Friday. Charles Clift responded that it was changed to offer a better balance between class meeting numbers on each weekday in the Fall term.
- Jason DeRousie shared opinion that the hanging Monday (i.e. last day of classes) will cause difficulties getting students to come to class. With the Thanksgiving Break and then only one day of class, followed by two Reading Days, it's foreseeable that some students will take a week-long break.
- Regarding comments about the hanging Monday, Bret Smith responded that, as an instructor, it's our responsibility to teach students and we cannot control if some make bad decisions to miss the last day of class. It's more important to keep the number of weekdays balanced and to allow more time at the end of the term for students in advising trouble.
- Jamie Larsen asked about prior discussion surrounding the Fall term starting on a Wednesday versus a Monday and if shifting by two days helps. Charles Clift responded that the Monday start in Fall would keep more continuity between the Fall and Spring semester calendars, but NC State is not tied to a Monday start.
- Cynthia Zuckerman Hyman also responded to Jamie that when we shift the start date later we're also shifting the end date, and for the Fall it's a concern shifting closer to Winter Break. International students and their VISA standings are highly impacted.
- Lian Lynch said it depends on if the committee wants to stick with the perpetual calendar.
- Michael Shurer stated the date of commencement is not as important as the date grades are due. The more time between when grades are due and commencement the better so that issues can be resolved before commencement, aka the unofficial end of the semester.
- Meagan Kittle Autry has concerns with faculty contract start dates if the first day of Fall classes is changed. Charles Clift added that many other universities have contract start dates tied to the first day of classes.
- Jason DeRousie proposed changing the Fall '24 start date to a Wednesday. Cynthia Zuckerman Hyman requested that Kyle Pyscher put together a draft of how that calendar would look if altering the start date.
- Jason DeRousie proposed pushing the Spring '25 start date to a Wednesday as well. Megan Albidrez seconded the motion.
- Charles Clift shared that previously there was about a week after the end of the Fall term and before Winter Break to give more time because of the tighter schedule between the end of Winter Break and the Spring start.
- Cynthia Zuckerman Hyman asked about shifting the date of Commencement for Fall to December 20. Charles Clift and Kyle Pyscher responded that date would be too late.
- Jason DeRousie requested that this discussion be tabled until committee members can see more iterations of the 2024-2025 calendars and have time to compare.
- Kyle Pyscher reminded members that enough time would be needed for the final voted-on academic calendar to go up the proper channels for approval before publication. Goal is to publish the new Three Year Academic Calendar no later than October. Charles Clift

said that Registration & Records will need some time to prepare additional proposals and another meeting would be needed within the next two weeks to vote.

- Megan Albidrez and Lian Lynch shared their support for whichever calendar will provide the most time between the end of final exams and when grades are due.
- Cynthia Zuckerman Hyman stated we need to keep in perspective balancing the larger student needs that come at the end of the semester versus the not-so-ideal hanging Monday. Tabling this discussion would mean also tabling the perpetual calendar discussion until a follow-up meeting in two weeks.
- Gary Blank reiterated the consequences of a hanging Monday at the end of the Fall semester and is still concerned that students don't give enough importance to that last class meeting unless required presentations are assigned or it's turned into a final exam review session.
- Kristin Thoney-Barletta agrees with Gary that last Monday is not very useful and it's too tempting for students to miss classes that day.
- Bret Smith responded that instructors can't fully protect students from their choice to miss class on the hanging Monday. It's not ideal, but we see such a flood of students at the end of the term needing assistance getting back on track, so more important is the time after final exams and when grades are due. Compressing that schedule even more is not good if our interest is helping more students.
- Cynthia Zuckerman Hyman stated we need to balance faculty concerns with students' well-being. As a faculty member and an advisor Cynthia sees both as important and understands the implications.
- Cynthia Zuckerman Hyman moved the topic to the Reading Days. With no student representatives present at this meeting and unfilled student positions, discussion about altering or removing the Reading Days and student breaks is problematic. The committee needs input from Student Government. Lian Lynch shared that the Graduate School has received a lot of feedback, especially from international students, about the importance of the Fall and Spring breaks. Patricia Marshall agreed and mentioned that the two breaks are also very important for faculty as well.
- Cynthia Zuckerman Hyman still supports Jason DeRousie's motion to table this discussion for two weeks. Gary Blank seconds the motion.

Non-Standard Times Requests

- Cynthia Zuckerman Hyman reminded committee members of many background considerations before approving non-standard times for classes. E.g. we think about what locations or classrooms the class will be using; which students are affected; department needs (studios and labs); travel time for students between the Main and Centennial campuses; is it going to disrupt schedules for a broad number of students or only a small, specific group in which many factors have already been taken into consideration by their department.
- Kyle Pysher explained that Registration & Records receives these requests from departmental scheduling officers. Those scheduling officers act as the intermediary

between their department and Registration & Records, so we proceed with presuming the non-standard time requests are already approved on the department side, whatever their process may be.

- Gary Blank notes the majority of the requests are for department/college-controlled spaces and don't impact 110-Classrooms. Jason DeRousie asked how many of the requests would affect a 110-Classroom. Kyle Pysner answered that only 1 is for a 110-Classroom. This would have a minimal impact because it would only cause a conflict for a Friday 4:30pm class time.
- Gary Blank motions to approve all requests as one. Bret Smith seconded the motion.
- All requests for Spring 2022 are approved.

Unfinished Business

Diploma Names

- Kyle Pysner shared that Registration & Records is currently working on guidelines for changes to diploma names.
- Jason DeRousie asked if the diploma or the transcript is the official document for a completed degree? Charles Clift responded the diploma is considered more of a ceremonial symbol of the student's earned degree. There will be continued issues with some students needing their name on the diploma to completely match the name on other legal documents, so we'll be urging them to use caution when making changes.
- Michael Shurer changed the topic to ask will there be a third sex option added to MyPack beyond just male and female? Charles Clift stated this would not display outwardly like the gender identity options do. Lian Lynch shared there is still currently a restriction in the feed between SIS and HR. Right now only male or female options are allowed. Gender pronouns are separate data in SIS.
- Michael Shurer stated that many passports offer three sexes. NC State not offering a third sex option on admissions applications may turn away some potential interested students.
- Lian Lynch agreed it's worth a separate conversation between the Graduate School, Undergrad Admissions, Charles Clift, and EAS.

Closing

- Cynthia Zuckerman Hyman wrapped up the meeting by reminding members of a follow-up meeting in two weeks to look at the Fall 2024 and Spring 2025 academic calendar with the proposed Wednesday start dates and comparing with the current academic calendar draft. The additional calendar iterations will be shared beforehand for review.

- The tabled perpetual calendar discussion, as well as the result to Michael Shurer's question about adding a third sex option to MyPack Portal and admissions applications, will also be added to the next meeting's agenda.
- Follow-up meeting tentatively scheduled for Friday, September 10 at 9:30am.
- Meeting adjourned at 10:33am.

Minutes recorded by Lindsey Mihalov Watts.