

Quarters to Semesters Transition Team
March 18, 2009
Baker 230

Present: Adeyanju, Benton, Carpenter, Cornell, Day, Descutner, Elliott, Esmond-Kiger, Giesey, Leinbaugh, Lombardi, Lopez-Permouth, Neiman, Scanlan, Sealover, Tuck, Watts, Willan, Williford

Descutner gave introductory remarks and thanked everyone on the team for their attendance and contributions to this important planning process.

Descutner provided a draft of the *Report of the Quarters to Semesters Transition Team* for review prior to the next meeting on Wednesday, April 8. Our intention is to forward the report to the deans the second week of Spring Quarter.

Discussion:

Guiding Commitments:

Guiding commitments were discussed and support was affirmed for the second one, in particular. The second commitment allows sufficient time for colleges, departments, and schools to transform, not simply convert, their curriculum.

Blueprint Documents:

These include the Assumptions, Constraints, and Principles document that Day created last summer, and the Guidelines that Giesey constructed to serve as a guide for faculty and coordinators involved in curriculum conversion.

Conversion/Transition

The hard work on conversion will begin in fall with Neiman and Giesey. Giesey provided updated numbers on binders, programs, semester courses, and the estimated number of transition students. Program totals are 60 departments/schools and 10 colleges that run programs independently. We anticipate a large body of undergraduates starting as freshman who will need transition advice.

- The team noted that there are some students who are transfers, intermittent, and re-enrolling who may not be aware of the move to semesters and who will need considerable advising time. In addition, smaller interdisciplinary program students may also be missed in our communications. These are difficult to identify but if we can find a way to locate and communicate with them early on we can offer preemptive advising sessions. Benton said that re-enrolling students are identified when they ask for their

RAC code and lists of reenrollments are provided to colleges. The Registrar is working with the Allen Help Center to identify re-enrolling students.

- Scanlan said Ohio University has no policy about students leaving; all they do is cancel housing. Students can just walk away, returning at some time in the future unaware that we are now in transition to semesters or already in semesters.

Document Review:

Descutner asked the team to review the report over break and send him suggestions, comments, and other ideas by email (descutne@ohio.edu). He will prepare a final draft for the April 8 meeting at which time we should be ready to finalize it for distribution to the deans. Carpenter said that OSU voted to go to semesters with a 3-week [winter] break between semesters.

Communications:

Calcamuggio and the Communications and Marketing team are working on specific communication pieces designed for different groups of students, parents, and others to inform and reassure them regarding the transition to semesters.

Notes:

The Friday meetings will continue. The next meeting of the Quarters to Semesters Transition Team is Wednesday, April 8, 8:00 a.m. in Baker Center 230.

Meeting adjourned.