

Collaborative Scheduling Initiative Recommendations

Next Steps for 2023-24

Things to Consider:

From faculty committee:

We can't teach everything so what are our most essential individual and shared goals?

Defining Mission:

We strive to build a just, humane, and diverse institution that prepares each student for their career. We believe such an institution is created through community, communication, and transparency, as well as flexibility and responsiveness across the institution. We do this for the wellbeing of students, faculty and Staff and to better serve student learning and faculty development.

We will develop citizen artists that are prepared with the skills and decision-making ability to enter and remain in their chosen profession. We will accomplish this through hands-on learning, student-led work, teaching to the individual student, and developing a life-long love of the arts. We will set our students up for future success by developing their ability to learn beyond the classroom and preparing them for entering field and world.

Think Big:

Whatever you are not changing, you are choosing.

- This is an invitation to fully engage around issues including communication, workload, faculty and student well-being, and safety. We want to partner as a campus in finding unique solutions to our complex problems, knowing that we all want to make things better.

Subcommittee working groups:

- Collaborative Days (when and what)
- Academics and Workload (setting limits)
- Ideas for Wellness in the Schedule (Faculty Institute on Wellness and Pedagogy doing work here as well)

Faculty CSI Core Committee (could align with faculty plan for Curriculum Review and comparing notes across schools/divisions)

- 1 representative from each of the 7 schools/divisions
 - Trusted member of the faculty, with good communication skills and flexible thinking
 - Able to be released from 3-credit equivalent part of their teaching load for fall 2023
- Engagement expectations:
 - 6 hours/week of group conversation, communication
 - 42 collective hours of work per week on CSI that is faculty-driven
 - Funding for deans to hire replacement faculty, in order to create the time and space for this crucial work

Next Steps for 2023-24:

Summer 2023

- Summer Scheduling Committee working group
 - Bi-weekly meetings in June and July to work on campus schedule elements
 - Daniels, Snyder, Wade, Winkelman, Gordon, Gredlein/Williams, Clint Smith

Fall 2023

August

- First faculty meetings
 - Deans share plan for level of curricular revision anticipated this fall
 - Consider timing of presentation to EPC for fall/through end of February
 - Outline of school- or department-level engagement, frequency of conversations

September

- 15th (Friday) - Faculty CSI Professional Day (until 5:00 pm)
- Draft thoughts about a proposed schedule for the day:
- Morning – 3 hours
- Provost-supported lunch
- Afternoon – either full conversation or subcommittee work
- 19th (Tuesday) - In-Service Day, 12:30-4:30 pm

October

- 19th (Thursday) - Faculty CSI Professional Day
 - Morning – 3 hours
 - Provost-supported lunch
 - Afternoon – either full conversation or subcommittee work
- 1 or 2 EPC meetings (dependent on schedule)

November

- 1 EPC meeting

December

- 1 EPC meeting

Spring 2024

January

- 2 EPC meetings

February

- 9th (Friday) - Faculty Professional Day
- 15th (Thursday) - In-Service Day, 8:00 am – 12:00 pm
- 2 EPC meetings
- All approvals through EPC by end-of-month for 2024-25

Recommendations Set A

Faculty Council CSI Subcommittee Recommendations	Provost Recommendations	Other Considerations
Recommendation 1: Deans/Provost establish a structure to establish communication/collaboration between representatives from each school who are working on schedule and curriculum development, rather than each school working on their schedules and curriculum completely separately.	<ul style="list-style-type: none"> • Partnership with the faculty council, strategic communications, and the Provost office to create a short-term and long-term communications plan. • Work to create consistent messaging • Create a workflow plan with report outs and allow the opportunity for feedback 	Faculty CSI Core Committee could be a lynchpin with two-way, regular communication flow.
Recommendation 2: Establish a curriculum review working group, to track progress and: <ul style="list-style-type: none"> • generate ideas outside the boxes we can sometimes get trapped in at our own separate divisions • establish limits to work hours • align hours worked with credits earned 	<ul style="list-style-type: none"> • Establish a Faculty CSI Core Committee, working to compare notes between schools, looking at credits to hours and ideals for consolidation • Continued curricular discussions centering around students and what they need • Give opportunity for creativity and choice 	How are Your Curricular Revisions... <ul style="list-style-type: none"> • Acknowledging student well-being? • Incorporating student-led work • Allowing space to teach to the individual student? • Supporting equity, diversity, inclusion, and belonging?
Recommendation 3: Curricular review needs to precede the next step in talking about the nuts and bolts of the schedule. If we continue to schedule the same amount of stuff (classes, productions, commitments), we will continue to run into the same scheduling challenges.	<ul style="list-style-type: none"> • Support to continue the conversation around scheduling parallel to curriculum considerations, in order to meet fall 2024 benchmark. • Associate Dean working group to meet bi-weekly throughout the summer to look at calendaring options • Consideration of a scheduling consultant as needed. 	Curricular discussions w/mission statement as goal: <ul style="list-style-type: none"> • Student well-being • Hands-on learning • Student-led work • Teaching to the individual student • Developing lifelong love of the arts Incorporating info planning for fall 24: <ul style="list-style-type: none"> • Intermission • Collaborative days • Common start times • 12 hour day/ 6 days New Calendar in 2024-25 includes: <ul style="list-style-type: none"> • Collaborative Days (new name?)

		<ul style="list-style-type: none"> • Intermission (and Golden Hour?) • Common start times • 12 hour max days
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Recommendations Set B

Faculty Council CSI Subcommittee Recommendations	Provost Recommendations	Other Considerations
<p>Recommendation 1: The first recommendation is that we call this 2-hour block 'Intermission.' The entire group felt it better reflects the intent of the block of time, and this name feels in line with the mission statement and the purpose of CSI as it pertains to our campus specifically.</p>	<ul style="list-style-type: none"> • Provost's office supports the name 'intermission' and looks forward to continued work to establish parameters around this time • Establish a subcommittee for Collaborative Days to help determine when and what they will represent. 	
<p>Recommendation 2: It is the recommendation that—for the present—the block be Wednesdays from 12:00-2:00 (or 12:30 to 2:30), essentially expanding what is now called the 'golden hour.' Wednesday because it is mid-week and could be useful in that place. Expanding the golden hour slot helped smooth quick adoption of the idea. In order to put it someplace else, or in addition to the Golden Hour, curricular review would already have to take place to make room for a new 2-hour block. There was an acknowledgement that this would not give room for those serving on committees to take all of this the time for themselves, though many would have it every other week. So, this recommendation is for now, and then it is recommended it be revisited further along in the process, to see if committee work can be separated from Intermission.</p>		

Recommendations Set C

Faculty Council CSI Subcommittee Recommendations	Provost Recommendations	Other Considerations
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<p>Recommendation 1: Form a subcommittee with representatives from all stakeholder groups to generate ideas and be empowered to decide how to operate these days.</p>	<ul style="list-style-type: none"> • Support Faculty in creating a Faculty CSI Core Committee • Provost office is investigating ways to look at providing resources to allow faculty to have more time to investigate CSI 	
<p>Recommendation 2: If there are three days, our recommendation is that what is now In-service be incorporated into these days. Another option would be, at least as a first-year trial, two collaborative days, with one in-service day.</p>	<p>Fall 2023</p> <ul style="list-style-type: none"> • No end-of-semester Intensive Arts in place • In service 1/2 day + 2 student self-directed days to be used for faculty CSI work <p>Spring 2024</p> <ul style="list-style-type: none"> • By the end of February 2024, all curricular revisions approved by EPC (hard deadline) • In-service ½ day + 2 student self-directed days to be used for faculty CSI work • Aligned Commencement <p>Fall 2024</p> <ul style="list-style-type: none"> • Three Collaborative Days in place, no In- Service Days 	<p>Space for Conversation</p> <ul style="list-style-type: none"> • In service day • Faculty Professional Days • Subcommittee work • School/dept fac mtgs
<p>Recommendation 3: Form a subcommittee to focus on the timing of the 'Collaborative Days'. One recommendation that came from the group was that there be one Tuesday, one Wednesday, and one Thursday, spread throughout the semester, that make up the three days</p>	<ul style="list-style-type: none"> • Support Faculty in creating a subcommittee to focus on collaborative days. 	