

*Minutes for Monday, November 4th, 2019; Cook Campus Center Room 202 ABC*

1. Call to order
2. Pledge of allegiance
3. Determination of a Quorum and Roll call
4. Approval of the Agenda
   1. Motion to amend agenda
      1. Allocating 20 minutes to Paul Hammond
      2. Nominating a parliamentarian
         1. Did not nominate a parliamentary this meeting. Will be done next meeting
5. Approval of the Minutes
6. Guest Speaker(s) (20 min each)
   1. Paul Hammond
      1. Course Atlas
         1. Overview
            1. The way we do scheduling and registration is almost a year ahead

ex : fall 2020 is done fall 2019

Done by getting info from all departments

Size of classes

Number of courses

* + - * 1. Roll over

We take the previous like semester

Fall 2019 becomes Fall 2020

Not a lot of change

Courses are not scheduled in a way

Limitations

Rolling process

Does not take into account class demand-

Hard to adjust to student enrollment trends

Student residential locations

Hard to coordinate classes across departments

* + - 1. Bottlenecks
         1. Committees and groups ID’d key issues

Transforming the student experience

KEY initiative: transforming student class scheduling

* + - * 1. Transportation challenges

Busses caused more problems for students

* 1. 2030 master plan
     1. Creating hubs
        1. To alleviate transport problems
     2. Vendors of programs for scheduling
        1. Picked course atlas (the why)
           1. Address the geographic problems associated with the university
     3. Fall 2017
        1. Ran 4 simulation semesters
           1. Saw what the program would do
           2. Last time will be spring 2020

Each one has gotten progressively better

* + 1. Course blocking
       1. Know X number of students who need to take a class
          1. Ex: chem, bio, physics so there will be enough seats for students for classes
  1. Q/A
     1. What is taken into account with the system
        1. variables
           1. Student info
           2. Class schedule
           3. Faculty availability

Their preferred availability

* + 1. Classes now
       1. What about off the grid classes?
          1. The program will accommodate and there will be dialogue between departments
       2. They will look at individual cases
    2. Can we see period combinations?
       1. 20 different combinations
          1. On the scheduling website
    3. Why can't the system be scheduled around the current course structure?
       1. It’s the complexity of the amount of courses offered and even the higher level major courses as well
    4. What about off sequence courses
       1. Department issue
          1. They must work to find the professors to do this
    5. How can the departments play around with the schedule?
       1. Have 2 months to enter all of the course combinations
       2. 6 weeks: generate a physical schedule
          1. Makes provisional schedule

The departments get to see if it works

If conflict there will be dialogue on how to fix it

* + 1. How students put their voice?
       1. Done via mass survey a couple of years and was taken into account

1. Deans Reports (5 min each)
   1. Faculty Representative
      1. No addition
   2. Dean of Students
      1. No report
   3. Alumni Association
2. Reports (5 min each)
   1. Executive Board
   2. President
      1. Shivane will be absent
         1. Report
            1. Life after college co-sponsorship
            2. Open House Friday 11/8/2019 from 11am-3pm

Will get mpr for them

* 1. Vice President
     1. Kim is sick :(
        1. Report
  2. Treasurer
  3. Recording Secretary
     1. Thank you for those who came out to Graveyard Smash with me!
     2. My report about the last Cook Alumni Meeting
  4. Corresponding Secretary
     1. Priti will be absent
        1. No report
  5. Senate Report
     1. No report
     2. Meeting nov 15th
  6. RUSA Report
     1. Met on 10/31
        1. Working with Kenneth Cop
           1. Safety on campus
           2. Resolution

Not successful

To review the process the RUPD and students have an input

* + - * 1. Bill

Bussing people to get people to vote

It will be in the area

* + - 1. 10/22
         1. Kenneth Cop

How RUPD is getting more involved in the community and all of Rutgers campuses

* 1. Committee Reports
     1. Academic Affairs
        1. Collect academic concerns
        2. Join Priya's groupme if you are in her committee
     2. Allocations
        1. Budget applications for spring are open until this friday
     3. Internal Affairs
        1. No report
     4. Public Relations and Programming
        1. No report
     5. University Affairs
        1. No report
  2. Alumni Report

1. Old business (15 min each)
2. New Business (15 min each)
   1. Open house this Friday
   2. Life after college
      1. Passed to book the room for Cook Alumni Council
      2. Tabling
         1. How many members will go?
            1. Sign ups will be posted
3. Press Questions and Open Mic (20 min)
   1. Course Atlas
      1. Get major reps to talk to their departments about internships
         1. Because the scheduling is going to change a lot and also our free time slots will change as well
      2. Every department has access to every
   2. Course atlas
      1. Teachers union having a meeting on friday
         1. 2-4pm academic building
   3. Hammonds email: [paul.hammond@rutgers.edu](mailto:paul.hammond@rutgers.edu)
4. Roll call
5. Adjournment