



Office of the Provost and
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TO: Richard Koubek, President

FROM: Jacqueline E. Huntoon, Provost & Senior Vice President for Academic Affairs

Jacqueline E. Huntoon

DATE: March 14, 2019

SUBJECT: Senate Proposal 28-19

Attached is Senate proposal 28-19, "Proposal to Modify Class Start Times," and a memo stating the Senate passed this proposal at their March 6, 2019 meeting. I have reviewed this memo and recommend approving the proposal.

I X concur _____ do not concur

Richard Koubek
Richard Koubek, President

3/15/19
Date



Michigan Tech

University Senate

DATE: March 7, 2019
TO: Richard Koubek, President
FROM: Michael Mullins
University Senate President
SUBJECT: Proposal 28-19
COPIES: Jacqueline E. Huntoon, Provost & Senior VP for Academic Affairs

At its meeting on March 6, 2019, the University Senate approved Proposal 28-19, "Proposal to Modify Class Start Times". The Senate looks forward to approval of this proposal by the administration. Please keep me informed about the decision of the administration on this proposal and feel free to contact me if you have any questions.

The University Senate of Michigan Technological University

Proposal 28-19

Modify Class Start Times (Voting Units: All)

Overview:

Currently most classes at Michigan start at 5 minutes after the hour or half hour and end either 5 or 10 minutes before the hour or half hour (e.g., 8:05-8:55 for a 50 minute period or 8:05-9:20 for a 75 minute period).

Ending classes only 5 minutes before the hour makes it difficult for students and faculty to move from class to another location for other events such as meetings with off-campus groups. Meetings scheduled within Michigan Tech or outside the University are normally scheduled to begin on the hour. Frequently Michigan Tech faculty and students who attend these meetings are consistently “late” because they arrive 5 minutes after the scheduled start time.

The proposed change will help Michigan Tech faculty and students synchronize their schedules with others who operate on schedules for which events normally begin on the hour or half hour.

Proposal:

Beginning with the fall semester of the academic year in which this policy can feasibly be implemented, classes at Michigan Tech will begin on the hour or half-hour.

This means that, for example, 50-minute periods will end 10 minutes before the appropriate hour and 75-minute periods will end 15 minutes before the appropriate hour or half hour. Ending times for classes that meet longer than a 75-minute period will be adjusted accordingly.