To: Vijay Nair, University Senate President
From: William Druschell, Chair
Date: November 15, 2004

The following was passed by the Student Life Committee. Can you please put this on the agenda to be viewed and voted upon by the Senate.

Thank you,
William Druschell

Motion:
To create a common hour to be set on Monday, Wednesday and Friday, from 3-4 P.M., for both campuses, for the purpose of giving students and faculty a common and open time to meet.

Vote: 9-0-0 Passes

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**university SENATE AGENDA**

December 15, 2004
IV. New Business
A. Student Life Committee resolution to create a common hour (R-04-12-08; R-04-12-09)

From: Sam Lightwood “A Brief History of the Common Hour from 2004”: In December 2004, two resolutions were introduced. Both addressed the formation of a common hour. There was a fair amount of discussion... see the December 2004 minutes: 16-27). (At that Senate meeting) R-04-12-09 was passed. The other was to be returned to in February, then March, then April when it finally got lost....” (see below).

R-04-12-09: The Senate supports the creation of a common time for the purpose of giving students and faculty a common and open time to meet, subject to Senate action on the postponed resolution (R-04-12-08) (Passed with two opposed.)

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University SENATE

March 16, 2005

B. R-04-12-08: The Senate shall accept the proposal to create a common hour to be set on Monday, Wednesday, and Friday from 3:00 to 4:00 p.m. for both campuses for the purpose of giving students and faculty a common and open time to meet. (Schlicht/Ross) – Postponed until the April 2005 meeting. (postponed until February 2005)

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From: Sam Lightwood “A Brief History of the Common Hour from 2004”: “I would speculate that, faced with R-04-12-09, which expresses Senate support, the University President moved forward. It is true R-04-12-09 is contingent on R-04-12-08. However, had the Senate a burning issue to add, it could have acted. It chose not to. So it appears that we are now living with choices made some time ago.”

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Strategic Plan
February 2007

5.6 Improve scheduling to optimize the academic experience.
MEMORANDUM

From: William Joel, Computer Science
To: University Senate
Date: 10/24/07
Subject: Proposal: Scheduled Common Hours

Proposal:
One or two blocks of time, no less than one hour and no more than two hours each, shall be set aside in the university's course schedule as common hours. During these times, no classes shall be scheduled. The purpose of common hours is to provide university groups to schedule meetings, and such, without conflict to scheduled classes.

Rationale:
Given the number of committees most faculty and staff find themselves on, it becomes increasing difficult to schedule a meeting such that the day and time are acceptable to all committee members. The establishment of common hours, as described above, would ensure that blocks of time existed during which all faculty could be available.

Granted, which days and times are chosen for these common hours will need to be negotiated among the departments, but it is thought that mutually acceptable slots can be arrived at.

It is also suggested that certain common hours be set aside for specific groups; for example, 3rd Wednesday for University Senate, 1st Wednesday for department meetings, and so on. In addition, common hours can be used for guest speakers and other special events, again without disrupting scheduled classes.

Finally, students can take advantage of common hours to schedule club meetings.

(Pursuant to this proposal, at the November 2007 meeting of the Senate, a committee was formed (Bill Joel, Duane Moser, Terrence Dwyer) (November minutes: pp. 1-6)

see University Senate minutes (November 28, 2007)
“IV. New Business: (A) Scheduled Common Hours”
extcerpted document submitted separately

university SENATE

November 19, 2008

IV. NEW BUSINESS

1. Common Hour

a. Bill Hawkins from Admissions strongly supports the common hour and requests that faculty allow it to have a chance to succeed at the Wednesday noon slot

b) ...

c. Common Hour Senate subcommittee was reformed:

  i. Bill Joel
  ii. Margaret Murray
Strategic Planning Initiatives
Accomplishments
Fall 2008

ENROLLMENT MANAGEMENT

Goal 5: Enriching and Supportive Student-Focused Environment – Foster a holistic approach to intellectual and social growth and development that prepares students to be productive citizens of the state of Connecticut and the world by developing their knowledge, experience, and critical thinking and by fostering life-long learning characterized by intellectual curiosity, imagination, and creativity.

• A Common Hour has been created to be held every Wednesday from noon to 1:00 p.m. and will be implemented for spring 2009.

Strategic Planning Initiatives
Accomplishments
Spring 2009

Goal 5: Enriching and Supportive Student-Focused Environment – Foster a holistic approach to intellectual and social growth and development that prepares students to be productive citizens of the state of Connecticut and the world by developing their knowledge, experience, and critical thinking and by fostering life-long learning characterized by intellectual curiosity, imagination, and creativity.

IMPROVE SCHEDULING TO OPTIMIZE THE ACADEMIC EXPERIENCE

• The Registrar has built schedules with a MWF and TR class model.
• A Common Hour has been established for students – Wednesdays Noon to 1:00 p.m.