

The background of the slide features a close-up, slightly blurred view of a notebook. A pencil is positioned diagonally across the page, and a calculator is visible in the lower right corner. The notebook paper has faint horizontal lines and some numbers like '30', '16', '18', and '19' are visible. The entire scene is framed by a thin, light-colored border.

# **Accelerated Class Scheduling Fall 2022**

# Summer 2022 Proposed Scheduling Timeline

Activities	Duration	Proposed Timeline
<b>Coursedog Opens</b>	DAY 1	2/1
<b>Review of Schedule by Chairs and Deans</b>	DAY 1 to 31	2/1 – 3/3
<b>Initial Schedule Submission due to Schedulers</b>	DAY 32	3/4
<b>Blackout Period for Registrar Processing</b>	DAY 33 to 64	3/5– 4/5
<b>SUMMER Registration Opens</b>	DAY 65	4/6
<b>SUMMER 2022 begins</b>	Sessions A,B, & N Sessions C & D	6/6 7/18

# Fall 2022 Proposed Scheduling Timeline

Activities	Duration	Proposed Timeline
Coursedog Opens	DAY 1	2/7
Review of Schedule by Chairs and Deans	DAY 1 to 38	2/7-3/16
Initial Schedule Submission due to Schedulers	DAY 39	3/17
Blackout Period for Registrar Processing	DAY 40 to DAY 75	3/18– 4/22
Spring 2022 Recess		4/15 – 4/22
FALL Registration Opens	DAY 78	4/25
FALL 2022 Begins		8/25

The background of the slide is a close-up, slightly blurred photograph of an open notebook. The notebook has lined pages with numbers 15, 16, 17, 18, 19, and 20 visible. A pencil is lying horizontally across the middle of the notebook, and a pen is visible on the right side. The overall lighting is soft and natural. The title text is centered over the notebook pages.

# **Bell Schedule Report**

# Implementation of The New Bell Effective Fall 2022

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A committee was charged to study the bell schedule with three main goals:

- Review the current bell schedule (adopted in 2007) and make changes if needed;
- Review the two University Hour periods and make changes if needed; and
- Introduce an Enhanced Calendar option that would allow for alternative semester lengths.

The Bell Schedule Report was informed by the following:

- Thoughtful conversations about how to best serve our Lehman community
- Informed by research conducted by committee members and feedback received
- Participation by students throughout the process

# New Bell Additions/Changes

The “New Bell Schedule” refines the current Bell by

- Strategically adding new time slots and meeting patterns into the 5-day weekday.
- Decrease off bell schedules
- Synchronize the 9 am and 6pm bells.

\*Below are the number and percentages of additions that were made.

<u>Monday</u>	<u>Tuesday</u>	<u>Wednesday</u>	<u>Thursday</u>	<u>Friday</u>
Old: 16 bells New: 26 bells	Old: 20 bells New: 25 bells	Old: 16 bells New: 24 bells	Old: 20 bells New: 25 bells	Old: 7 bells New: 9 bells
(Up 63%)	(Up 25%)	(Up 50%)	(Up 25%)	(Up 29%)

# Next Steps to implement the New Bell

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- Courshedog configuration of new Bell Schedule
- Collaboration between the Scheduling Unit, Chairs, and Department Schedulers to ensure class schedules follow the new Bell
- Coordinate with Media Relations for a campus-wide announcement

# University Hour

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- The committee agreed that it was important to:
  - (1) maintain two University Hour periods, and
  - (2) keep a University Hour on Wednesdays
- The Wednesday period was moved by 15 minutes to 3:45-5:15pm (from 3:30-5pm)
- The Monday period was changed from 3:30-5:00 to 4:45 -5:45.
- This changed allowed us to accommodate a new 4-hour bell block on Mondays and Wednesdays, 2-3:40pm.



# Next Steps for Implementation of University Hour

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- Coordinate with Media Relations for a campus-wide announcement
  - To include an outreach to Senate (Joe Fera) on the new University Hours
  - Inform Student Government and Student Leaders.

# Enhanced Calendar

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- The Enhanced Calendar Team explored the possibility of creating a 7-week term within the 15- week traditional semester.
- The team decided that enhanced calendar courses should start at the graduate level
  - Financial Aid Challenges for the undergraduate level courses

# Next Steps for Enhanced Calendar

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The committee recommends the following:

- A committee of the relevant Deans, Chairs and representatives from the Registrar, Financial Aid, and Admissions (if the pilot should include new students) will be formed to plan and ensure a smooth launch of the pilot.
- Deans, Chairs and the Assessment Director should confer and develop a way to assess the efficacy of the pilot program, both from a student learning and faculty teaching perspective.
- The recommendation from the committee is that the pilot program is housed in MSOL

## Questions?

Visit us at <https://www.lehman.edu/registrar/scheduling-information.php>

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