

**Committee on Management of Academic Operations  
Minutes  
November 11, 2013**

Present: Tiffany Hebb, Jeff Dunne, Dave Berque, Kevin Kinney, Jennifer Adams, Mark McCoy, Ken Kirkpatrick, Cheira Belguellaoui, Katie Kondry, Olivia Flores

1. Minutes from Oct 28, 2013 Approved
2. Old Business
  - a. Conflicts with Extracurricular Activities: issues are emerging about conflicts between athlete participation and course requirements and these discussions are ongoing. Furthermore, there are ongoing conflicts between "required" exams or assignments outside of class times.
    - i. (Extra Curricular Policy and the Exams Policy are both implicated).
    - ii. MAO will review the Exam Policy next meeting
  - b. Scheduling concerns / time banks
    - i. Ongoing discussion about time bank changes
      1. Eliminate MW 8:20-9:50 & 2:20-3:50 timebanks
      2. Provide departments with a template schedule that distributes courses through timebanks
      3. Personnel change requiring 8AM teaching occasionally
    - ii. Topics of discussion:
      1. Question: Who would create the model for proposal #2
      2. Is it a perennial conversation? Will our changes make a difference?
      3. Proposal 1 is a minor change/2 & 3 are cultural changes so we need to really consider what the goal is! What is the real problem? (Is it lack of rooms? Student options due to overlaps?) We need to really understand the problems prior to a change since this will be a touchy topic for faculty.
      4. What about opening up more evening classes? (Right now, we have a culture where most don't teach in PM)
      5. Issues of authority? Can we impose option 2 in terms of University Governance?
    - iii. Proposed Action(s):
      1. Ask Katie and Olivia to speak with students regarding conflicts
      2. Clarify what we CAN do (in terms of MAO power versus admin power)
      3. Continue the conversation; decisions need to be made in January so there is a little time to discuss.
  - c. Potential MAO/CAPP merger
    - i. Ongoing discussions regarding the potential of merging CAPP and MAO
    - ii. Changes would happen for next year (if proposed)
    - iii. What about doing co-chairs?
3. Adjournment  
Next meeting: Monday 11/25/13 at 4:00 in Julian 203