

Proposition 03-08/09 Amended
Sponsor: Jamie L. Bronstein (History)

Proposed Committee Assignment: Scholastic Affairs
Actual Committee Assignment: University Affairs 9/18/08 and 10/16/08

Title: Memorial in Support of Allowing Academic Departments to Continue to Schedule the Rooms they Presently Control

Whereas NMSU is currently introducing an electronic scheduling program that may remove some classrooms from control of departments;

Whereas some classrooms were upgraded using individual departments' budgets and alumni donations, and contain sensitive equipment;

Whereas central scheduling is unable to account for special needs such as successive classes located in geographically diverse areas of campus, allowing for students with disabilities, and the multimedia needs of instructors.

Therefore we would like to recommend that any new system allow academic departments to retain priority in scheduling in those rooms which they now control, as long as such rooms remain fully booked. Any remaining non-booked time should be extended to other departments, with entry controlled by a key system to protect any sensitive equipment. Furthermore, to ensure this is achieved, we request faculty representation—for example, by the Faculty Committee on Technology—in any decision-making process about the implementation of any new scheduling system.

Rationale and Background

The department in charge of scheduling at NMSU is currently not able to allocate rooms electronically. Combined with an absolute shortage of classrooms on campus, centrally scheduling rooms by hand has resulted in double-booking of classrooms and an inability to consider such factors as traditional use of rooms or special circumstances (successive classes in the same room, or faculty with disabilities being asked to cross campus in a short time to teach successive classes). There is also no current census of which rooms are multimedia-ready, which has resulted in faculty for whom multimedia tools are essential being assigned to classrooms that cannot accommodate their needs.

Secretaries and administrators of individual departments know what resources their faculty need and are acquainted with special circumstances that may exist. Allowing them to continue to schedule some of their own rooms will promote greater efficiency and more seamless operations.