

*NEAC Recommendations to the Academic Senate - 12/6/06*

<b>Committee</b>	<b>Seat (#)</b>	<b>Term</b>	<b>Name(s)</b>		
Faculty Affairs Committee	at large	F 06	Ahmad Hadaegh		
General Education Committee	CoAS-Hum/FA	06-08	Michael Hughes		
Institutional Review Board	at large	06-08	Denise Boren	Eliza Bigham	Sue Thompson
Task Force on <i>Pride</i> Organizational Issues	at large	F 06	Dawn Formo	Anthony Hurst	

## MEMORANDUM

DATE: November 16, 2006

TO: Roy Lee, President  
Associated Students, Inc.

Gilbert Valadez  
Chair, Academic Senate

FROM: Karen S. Haynes  
President

SUBJECT: University Hour Long-term Implementation

I am seeking your consultation on Executive Council's consideration to move forward with a Tuesday and Thursday University Hour. Based on the attached assessment and recommendation, the concept of a "University Hour" at Cal State San Marcos has demonstrated early success. There is evidence of increased student engagement and participation in student organizations, faculty and staff engagement in campus activities, ASI programming and participation, and use of advising and assistance centers.

With this assessment, the university has an opportunity to sustain University Hour and strengthen its tradition at CSUSM by now determining the days best suited for programming and activities that complement university scheduling. With a continued robust Monday through Thursday class schedule, implementing a Tuesday and Thursday University Hour ensures its long term sustainability and success. By reducing the U-hour schedule to two days, we also address the needs of our diverse students and faculty and our need for maximizing current and future space utilization. The tradition also becomes strengthened with focused and consistent programming during the two day schedule.

I want to congratulate and express thanks to the Associated Students, Inc. and many of our faculty and staff associations, departments and service centers that recognized the opportunities that a University Hour affords. Your significant efforts allow us to proclaim this early success and make University Hour an ongoing custom of Cal State San Marcos.

I would appreciate any input by Wednesday, November 22, 2006. Department chairs will be submitting class schedules for fall 2007 to Academic Programs soon and we want to commit to giving them enough lead time to modify schedules in order to accommodate this adjustment. Please let me know if you have any questions.

**MEMORANDUM**

DATE: November 16, 2006

TO: Executive Council



FROM: Matthew J. Ceppi, Director  
Institutional Planning & Analysis

RE: Preliminary Assessment and Recommendation for University Hour

Institutional Planning & Analysis conducted a preliminary assessment of the "University Hour" pilot at Cal State San Marcos. Based on both anecdotal and more systematic evaluation, it is evident that the university has an opportunity to recognize the early success of University Hour and further institutionalize it by identifying those days best suited for long-term implementation. A one- or two-day University Hour would further strengthen the tradition by allowing for focused and consistent programming.

Based on discussions with ASI, Student Life and Leadership, Academic Affairs, students, faculty and staff, the key successes of the "University Hour" concept include:

- Increased student engagement and improved campus climate
- Increased faculty and staff engagement
- Increased club participation and programming
- Increased ASI programming and participation
- Increased use of advising and the learning support centers

Several examples of how a university hour is being utilized on the campus were given, including senior experience meetings, faculty and staff association meetings, career center events, athletics team meetings and academic advising, the CoBA "Meet and Greet", intramural events and club sports captain meetings.

Discussions with some students and faculty further illustrated the challenge of increasing campus engagement while meeting the needs of our diverse population – such as students that will be engaged by, and are expecting, a vast array of co-curricular opportunities and activities, residential students, commuter and working students and our adjunct faculty. Additionally, the challenge of meeting the university's space needs in the coming years should not be overlooked.

A review of campus population by hour confirmed that population, based on course enrollments, is higher Monday through Thursday from 9:00 a.m. to 2:00 p.m. The population drops to below 2,500 at 2:00 p.m., close to 1,500 at 4:00 p.m. and below 500 at 8:00 p.m.

In reviewing submitted data, campus service centers are experiencing marked increases in traffic during the university hour. The increase in student population was taken into account and controlled. The traffic at the service centers was fairly steady Monday through Thursday, with Wednesday and Thursday being heaviest.

The Associated Students, Inc. reported that to date, they've held eighteen events during the University Hour. While the number of events was highest on Monday, the heavily attended events - those with 150 or more in attendance, were Tuesday, Wednesday and Thursday. It's recognized that serving food most likely increases participation at an event; however, that was not factored. A review of the Student Activities Calendar, excluding student organization meetings and ASI Programs, shows highest activity on Tuesday and Thursday.

Approximately 42% of student organizations hold meetings during University Hour. One faculty member commented, *"In the last 2 years we averaged between 3-7 students per weekly meeting and this year we have had 19-25 at our first few meetings. The students say that this University Hour is making it easier for them to attend."* In a survey conducted last spring, student organizations indicated that their clubs typically meet weekly on Tuesday or Wednesday. Academic departments indicated that they typically meet semi-monthly on Monday or Tuesday.

It is clear that the University Hour is being utilized Monday through Thursday. However, the data and discussion also suggest that the activities can be compressed to a two-day schedule. With a continued robust Tuesday and Thursday class schedule, a University Hour on those days would further strengthen the tradition by allowing for focused and consistent programming and accommodate student organization meetings, department meetings, workshops and seminars, and high profile events.

The assessment also identified additional areas for consideration to ensure long-term success including adding seating and shaded areas in the campus center, updating the Dome to be a more inviting atmosphere (e.g. sofas, café & bar tables, paint, art, lighting, music), and marketing and announcement of campus events and student organization activities through marquees.

Institutional Planning & Analysis will continue to assess the long-term implementation of University Hour and report periodically to the Executive Council and campus community. Please let me know if you have any questions.