Academic Chairs and Directors:

The next meeting of the Academic Chairs and Directors Council will be focused on Class Scheduling and Classroom availability. We hope that you can join us on Monday, December 1, 2008 from 10 – noon in Bloch 101. **For this meeting we are also inviting Deans and/or their designees from the dean’s office who handle the class scheduling in your Schools.**

We all know that we have increasing challenges now with regard to class scheduling that will only become more challenging as our enrollment increases. It is vital that we begin to develop comprehensive plans to address these challenges and academic chairs and directors need to be at the heart of the design of those plans. The first step is to understand the problems we face.

For these discussions we have invited Mel Tyler and his staff, including the Registrar, to present information. Representatives from Ad Astra, a local company who has worked with UMKC to conduct classroom scheduling and utilization studies and whose classroom scheduling software we are using will be present to answer questions, as will Mary Lou Hines-Fritts, who can present information and answer questions about ILE classrooms and plans for expanding the number of mediated classrooms.

We hope you can join us for this important meeting! If you are unable to attend, a representative from your department may attend on your behalf. Please RSVP to friedmanj@umkc.edu

Our next meeting of the chairs and directors group will be in the beginning of the Spring semester, and will be held on the UMKC Health Sciences Campus on Hospital Hill, date and time TBD.