Semester Review Task Force Committee Meeting  
Friday, October 5, 2012

I. Communications and Announcements:  
a. Welcome by Rachel Fernflores, Chair appointed by the President  
b. Meeting Agenda  
   Introductions  
   PowerPoint presentation  
   Meetings: Committee  
   Meetings: Outreach and campus+  
   Benefits of semesters? Of quarters?  
   Survey: For campus constituents  
   President Armstrong to join meeting  
c. Introduction of committee

II. PowerPoint Presentation on Semester Review  
a. Available to view on SRTF website

III. Meeting Schedule  
a. Campus Meetings – Open to campus community  
b. Workshops – Attendees to sign up to attend  
c. Committee Meetings – Scheduled throughout quarter  
d. Additional campus groups – Rachel to meet with various campus groups (ASI, Labor Council, Parent’s Council, advisory councils, etc.)  
e. Schedule of Campus Meetings and Campus Workshops as of October 5:

<table>
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<tr>
<th>Campus Meeting</th>
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| Wednesday, October 10| 9-11am  
| Thursday, October 11 | 11-1pm  
| Wednesday, October 17| 1-3pm  
| Thursday, November 29| 12-2pm

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<th>Workshop</th>
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| Friday, October 19   | 9-11am  
| Thursday, November 1 | 6-8pm  
| Thursday, November 15| 10-12pm  
| Thursday, November 15| 2-4pm

IV. Items for report to President Armstrong  
a. Will switching from quarters to semesters be beneficial to Cal Poly?  
b. Identify key factors, pros and cons
c. Curriculum review
d. Review how the system conversion would affect the university’s financial structures, admissions, scheduling, facility services, housing, sports, faculty, staff, and students.
e. Identify what are the primary motivators to change? What are the benefits?
f. Research institutions that have converted, ask for their input and how it has affected their campus. Research campuses that ultimately decided not to convert to semester system.
g. If the decision is made to convert to semesters, what should be our guiding principles throughout the process?
h. Address the game changers: funding, new chancellor, November election
i. Transition would probably take 3-4 years.

V. Survey for campus constituents
a. Need to develop survey for the campus community
b. Please send questions to Rachel Fernflores
c. Needs to include pros, cons and give surveyor opportunity to add what they feel makes Cal Poly unique.

VI. Website
a. http://president.calpoly.edu/semesterreview/
b. Updated schedules, meetings, the powerpoint presentation and additional information will be added to site throughout process

VII. President Armstrong
a. Thanks committee for joining task force.
b. There is no mandate to convert systems. It was not a subject mentioned during the presidential interview process.
c. President co-chaired on quarters to semesters committee appointed by Chancellor.
d. Need to look at how this would affect every entity on campus; faculty, staff, students. Need committee members input from all areas.
e. How do we capture all the good things about Cal Poly and put into a semester system?
f. We need to answer the question, ‘why do we stay on the quarter system?’
g. How do we streamline curriculum, create student success and enhance graduation rates?
h. My pledge is to do what is best for students, faculty and staff. What is best for students is good for faculty and staff.

VIII. Adjournment: 11:00 a.m.