Semester Review Task Force Committee Meeting  
Wednesday, November 7, 2012

I. Agenda  
   a. Update on continuing campus meetings  
   b. Survey Update  
   c. Document distribution  
   d. Update on report work  
   e. Discussion  

II. Meetings  
   a. Rachel has met with advisory boards.  
   b. Rachel is meeting with the Cal Poly Band; a cross section of campus is represented in the students as they come from all colleges and programs.  
   c. Gave presentation at President’s Cabinet Meeting November 2.  
      i. They said quarter system doesn’t make difference to industry. Being on a quarter system doesn’t mean a better prepared student.  

III. Survey Update  
   a. 24,000+ survey emails sent out.  
   b. Each email sent a unique URL so a person can only take the survey once.  
   c. By 3pm today, 2,675 completed the survey.  
   d. Only 2 emails bounced back.  
   e. Survey opened until Friday, November 16.  
   f. 10-15% response rate is good. We should strive for 50%.  

IV. Document Distribution  
   e. Twenty Questions about Calendars and the Change Thereof by Jack Wilson.  

V. Update on report work  
   a. Student Affairs provided document with feedback from ASI (Children’s Center), ASI (Business Office), ASI (Recreations Center & Programs), Career Services, Disability Resource Center, Health & Counseling Services, Office of Student Rights & Responsibilities, Parent Program, Student Academic Services, Student Life & Leadership, and University Housing.
i. Overall, converting to semesters is a positive move from a programming, standpoint. Less stressful. Requires less counseling, adequate time to adjust medications, etc.

b. Employer Survey sent out. 19 responses received.
   i. Two responded it would be good to convert.
   ii. One said it would be bad.
   iii. The rest said it doesn’t matter.
   iv. Goal is for a 50% response rate to survey.

c. Computer Science Industry Advisory Council met and they have no preference on calendaring system as long as Cal Poly has the best students graduating.

d. President’s Cabinet given a survey.
   i. Good to improve curriculum, keep up with global change. They want to hire the best students. System doesn’t matter.
   ii. One person wants to know why we are spending money on the subject.
   iii. Cal Poly needs to adapt to change. University doesn’t work as quickly as business.
   iv. Internal costs/benefits should be focus of our committee.

e. ASI conducted student survey, which consisted of a facilitator and note taker asking three questions to each student who participated in the survey.
   i. Reached out to 1,000 students. 250 surveys completed thus far.
   ii. Students want to be involved throughout process from beginning to end.

f. University Advancement working on how conversion would impact fundraising efforts and the upcoming campaign.
   i. Most important issue to donors is leadership and the people in those roles.
   ii. There is a strong emotional connection to Cal Poly.

VI. Committee Discussion

a. We can make a recommendation and say dependent on criteria (i.e. funding).

b. Quarter system is mainly west coast. Converting would make us more compatible with other universities.

c. Nothing compelling with quarter system as an identity of Cal Poly to keep the system.

d. Workload for faculty a big issue. This is a complex governance issue and we are bound by the contract.

e. Pros/Cons are done. Same as in past discussion on conversion. How much will it cost? How much time will it take? Curriculum? Overall cost to convert.

f. Need to provide President with all background on all points of recommendation(s).

g. Show analyst of conversion breakdown – mapping history, conversion hours, curriculum time, faculty/staff/student costs, etc.

h. Need to work backwards from end date to plan starting point.
VII. Meeting adjourned 5:00 p.m.