

CALIFORNIA STATE POLYTECHNIC UNIVERSITY, POMONA
ACADEMIC SENATE

ACADEMIC AFFAIRS COMMITTEE

REPORT TO

THE ACADEMIC SENATE

AA-001-201

Modification to the Laboratory Time Modules

Academic Affairs Committee

Date: October 28, 2020

Executive Committee
Received and Forwarded

Date: September 30, 2020

Academic Senate

Date: October 14, 2020
First Reading
November 4, 2020
Second Reading

Background**Your Name:** Gabriel Davidov-Pardo**Your Email:** g davidov@cpp.edu**Title of Referral:** Modification to the Laboratory Time Modules**Names and Titles of proponents:** Dr. Gabriel Davidov-Pardo, Assistant Professor, Nutrition and Food Science Department.

Dr. Harmit Singh, Professor and Chair, Nutrition and Food Science Department

Keywords: laboratory, time module, AS-2493-156-AA**Is there a deadline by when this referral needs to be considered by the Academic Senate?:** No**Deadline Date:****Justification for deadline:****Background:** Class Time Modules are given in the Academic Senate Report AS-2493-156-AA – Definition of Class Time Modules and Finals Schedule for CPP Semester Calendar. The report includes the time modules for lectures, activities and laboratory type of classes for the semester calendar.

The Department of Nutrition and Food Science and more specifically many courses in the FST major include a lecture and laboratory component, such as FST 3180/L, FST 3210/L, FST 3321/L, FST 4261/L, FST 4271/L and FST 4280/L. When trying to schedule lectures and laboratories on the same day, we have found that the current modules for laboratories taught once a week on M,W,F,Sa,Su create big gaps for students and instructors. In many cases in our department a course that is offered once a year must include one lecture section and two laboratory sections. Fire Marshall limits the number of students in the laboratories for general safety and under the unique scenarios like Covid-19 it may even lower the limit further to keep physical distancing.

Specifically, the modules for 1-unit laboratories that meet once a week on M, W, F, Sa, Su have a gap from 12:00 to 3:00 pm, which makes it impossible to schedule laboratories that start at 1 or 2 pm. This gap restricts an efficient use of the laboratory space and makes the scheduling of courses with a lecture and laboratory component in the department harder especially when part-time faculty are involved in teaching those courses.

For 1-unit laboratory courses meeting once per week on M,W,F,Sa,Su , the Academic Senate

Report AS-2493-156-AA lists the following time modules:

8:00 - 10:50 AM
12:00 - 2:50 PM
3:00 - 5:50 PM
5:00 - 7:50 PM
6:00 - 8:50 PM
7:00 - 9:50 PM

We propose the inclusion of two modules in the afternoon to maximize the use of the space and increase the flexibility in scheduling courses that include laboratories and a lecture component. We propose the following modification to the laboratory modules

8:00 - 10:50 AM
12:00 - 2:50 PM
1:00 - 3:50 PM Proposed new module
2:00 - 4:50 PM Proposed new module
3:00 - 5:50 PM
5:00 - 7:50 PM
6:00 - 8:50 PM
7:00 - 9:50 PM

With this modification, students in courses that include lecture and laboratory components can take the laboratory and lecture on the same day without big gaps in their schedule, this will also reduce the time gaps between lab sections for instructors. See the examples below to illustrate the conflict in scheduling:

- For a 3 unit lecture taught twice a week and 1 unit lab taught once a week on M,W,F, Sa, Su, one laboratory section can be taught from 8:00 - 10:50 AM, the lecture 11:30 AM - 12:45 PM and then students in the other laboratory section and the laboratory instructor would need to wait until 3:00 PM to start the laboratory.
- With the modification that we are proposing, one laboratory section can be taught from 8:00 - 10:50 AM, the lecture 11:30 AM - 12:45 PM and then students in the other laboratory section and the laboratory instructor can start their laboratory at 1:00 PM.

Recommended Resources: Deans and Associate Deans
Chairs
Academic Affairs

Attachment 1:

<https://s3.amazonaws.com/files.formstack.com/uploads/2070179/36745860/645609505/aa03145sen.pdf>

Attachment 2:

Discussion

This appears to impact only a small number of programs and we recommend the proposed changes.

Recommendations

We propose the inclusion of two modules in the afternoon to maximize the use of the space and increase the flexibility in scheduling courses that include laboratories and a lecture component. We recommend the following modification to the laboratory modules:

8:00 - 10:50 AM

12:00 - 2:50 PM

1:00 - 3:50 PM Proposed new module

2:00 - 4:50 PM Proposed new module

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