Department First Preference (DFP) review for CRB

November 19, 2014
DFP overview

• Policy created in 1997, updated in 2007
• Intended to support a dept’s instructional program
• Allows first preference in scheduling classes in a GA room
  • During ‘first draft’ only
• Appropriate when a dept has unique instructional needs not satisfied by the larger pool of other GA classrooms
• Distance from instructor’s office or instructor’s personal convenience is not sufficient justification
DFP requirements (current policy)

- Comply with CDHE’s utilization standards (67%)
- At least one undergrad level course that meets at either
  - 8am, MWF
  - 4pm, TR
- Specialized equipment
  - Acquisition requires CRB approval
  - If purchased by the dept, it becomes property of the University under the control of the CRB
  - Will be available for use by all classes scheduled in the room
- Any changes (furniture, technology) require CRB approval
DFP requirements, cont’

• DFP rooms are open to all, scheduled by Room Scheduling (RO) when not scheduled by dept
• Designation is temporary
  • If conditions for DFP no longer exist, DFP will be rescinded
  • CRB will conduct periodic reviews
DFP Scope

• **GA Classroom Information Sheet**
• Summary:
  • 164 total GA Rooms
  • 74 DFP Rooms
DFP Issues

• All GA rooms are ‘smart’ (technology-equipped), thus;
  • The ‘unique instructional needs not met by the larger pool of
general assignment rooms’ criterion is harder to rationalize
• DFP policy may not be known in all departments and is not well
  communicated
• Periodic reviews have not occurred and therefore some DFP
designations may no longer be valid
DFP Issues, cont’

- Depts not complying with the 8am/4pm requirement
- Significant differences between estimated and actual enrollment
- Depts are not filling seats to 67% capacity. Average seat fill in 65 DFP rooms based on actual enrollment is 46.82%
  - Starting to look at historical enrollments but this is a considerable effort with 2000+ sections in GA rooms
Help is on the way, EMS

• Optimization capability takes into account a wide variety of factors (class size, room capacity, room feature requirements, instructor preferences, etc.) when creating a class schedule
• Currently working to implement “campus planning interface” which is an online tool depts will use to build their class schedule.
  • Allows scheduler to enter room preferences and/or requirements
  • EMS will then take these preferences/requirements into account when placing sections
• Tentative go live date of Fall 2016
Questions to ponder

• Should DFP (the concept) continue?
• If so,
  • Are the current criteria sufficient?
  • If not, what should be considered?
  • Student convenience/proximity?
Discussion!