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SUMMER SESSION (003)



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Plan of Presentation

É Preparation

É Data / Statistics

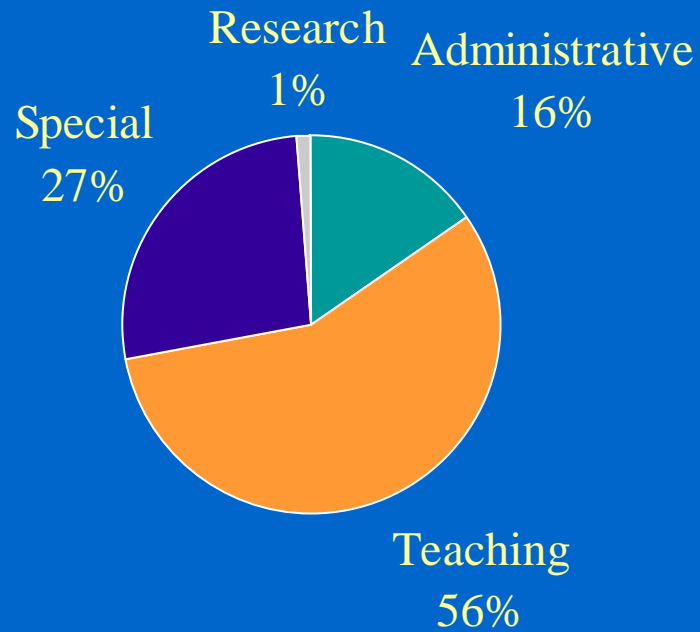
É Difficulties

É Recommendations

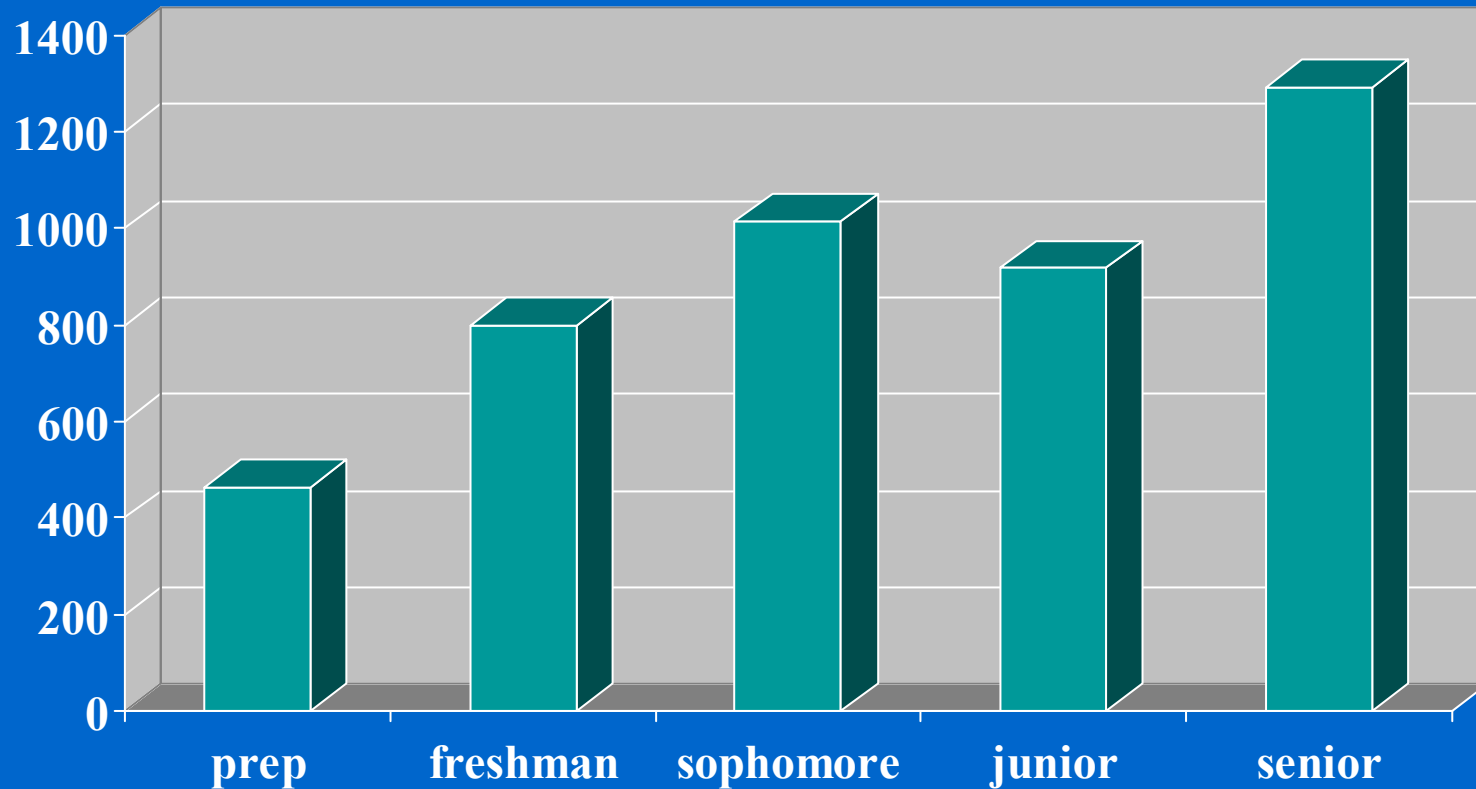
Preparation

- É Appointment of Summer Director: Feb 11, 2001
- É Early Registration: April 21, 2001
- É Faculty on Teaching Assignments: May 12, 2001
- É Faculty on Special Assignments: May 14, 2001
- É Faculty on Research Assignments: May 14, 2001
- É Faculty on Administrative Assignments: May 14, 2001
- É Finalizing Assignments: July 21, 2001
- É Session Start: June 23, 2001
- É Course Enrollment Data: June 27, 2001
- É Session End: August 19, 2001

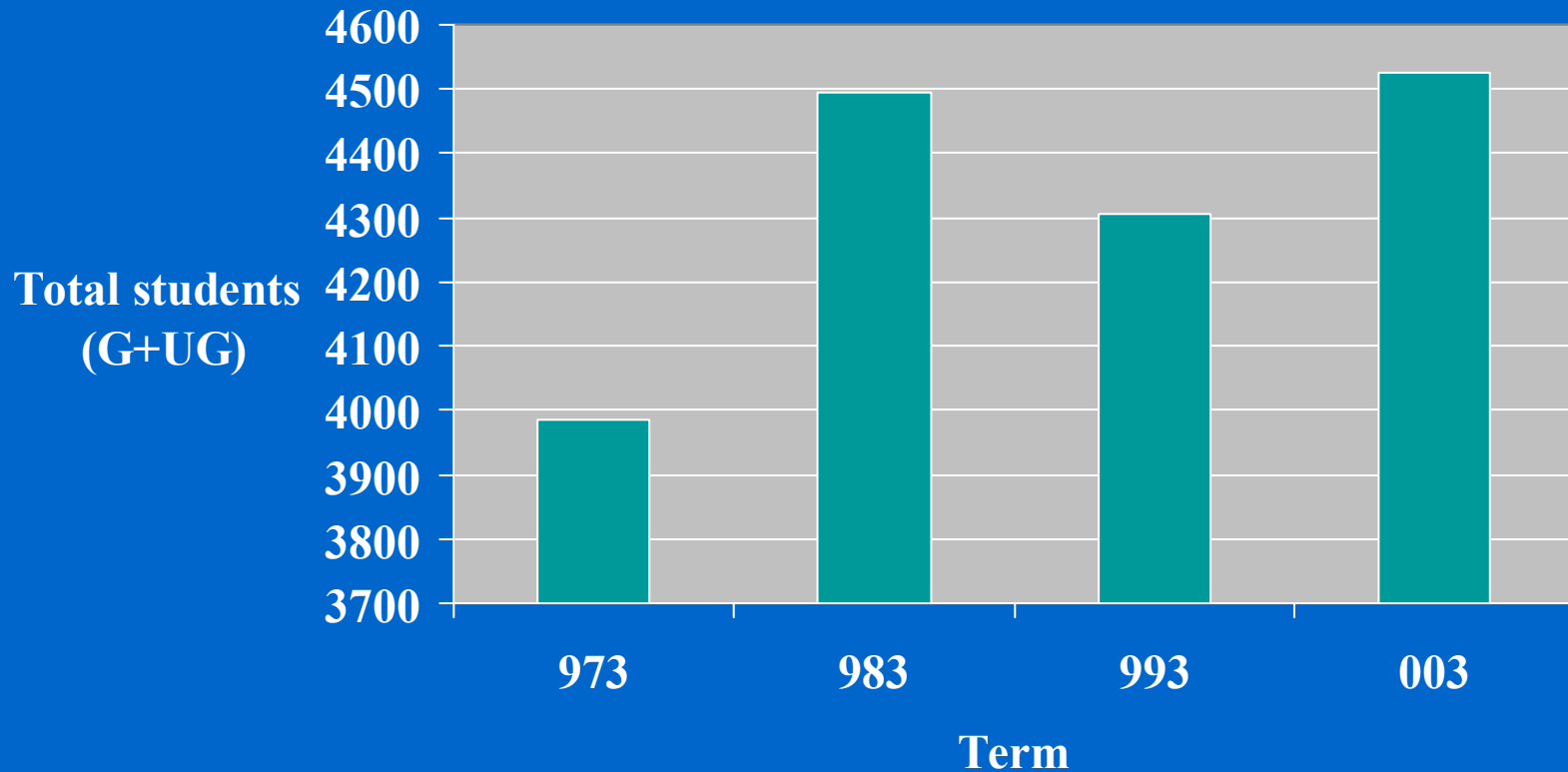
Budget of (003) by Function



Students enrollment in courses



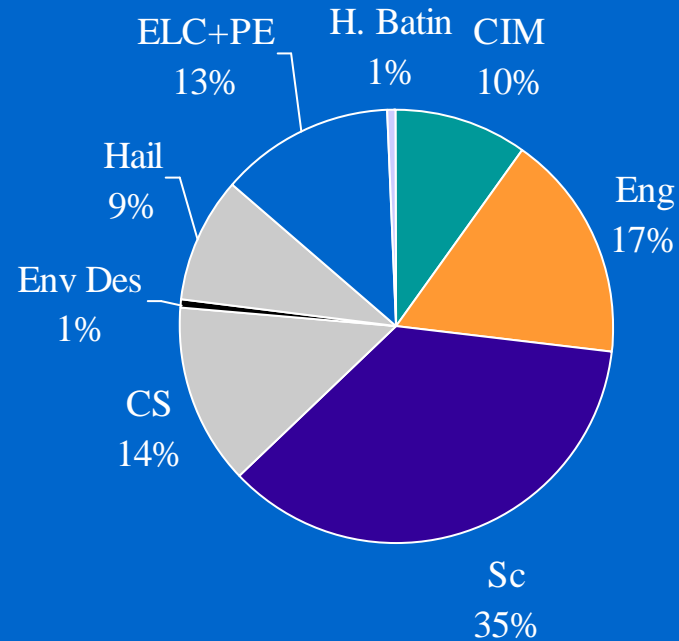
Enrollment History



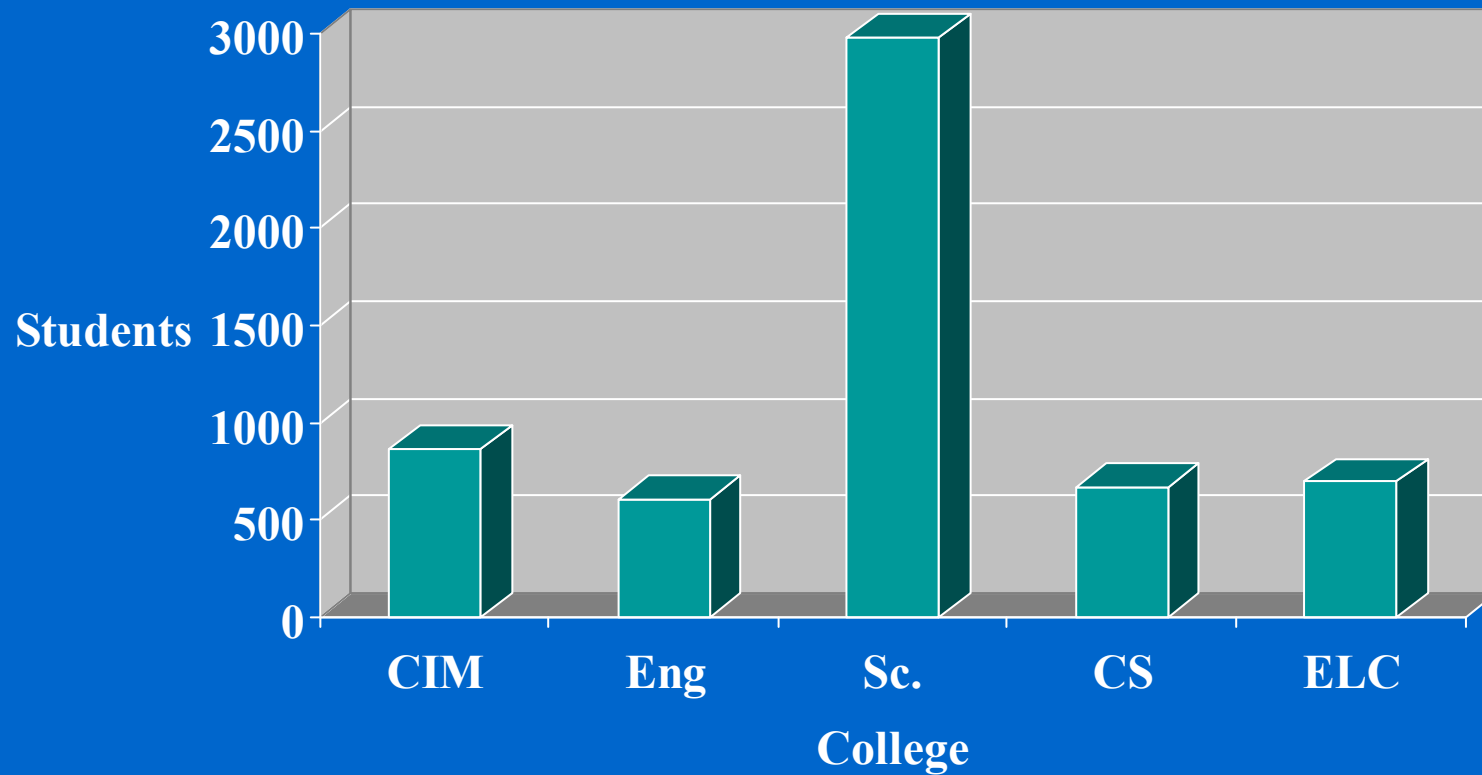
Comparison with term 003

Item	983	993	003
Lec. secs	180	197	208
Lab secs	89	86	77
No. of courses	122	144	141
Average number of students per section	25	22	22

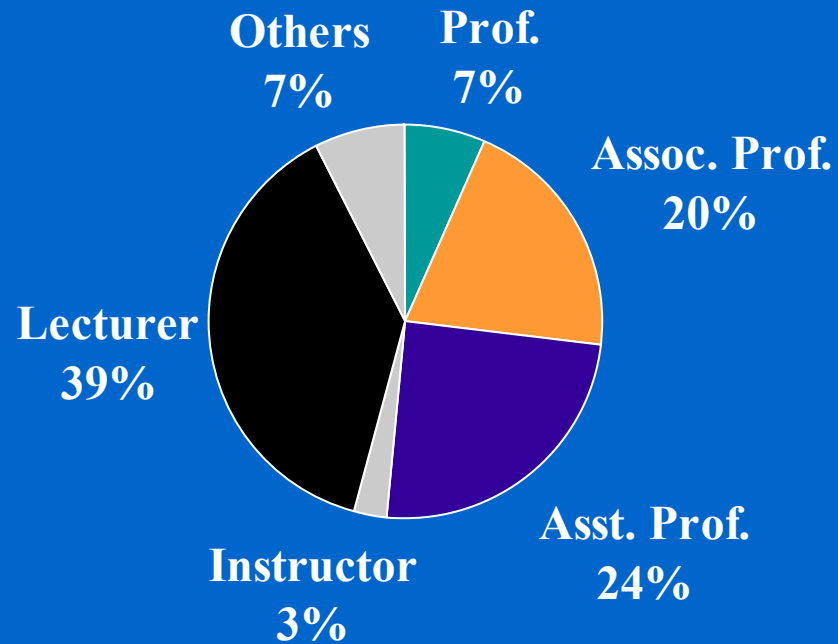
Faculty participation by college



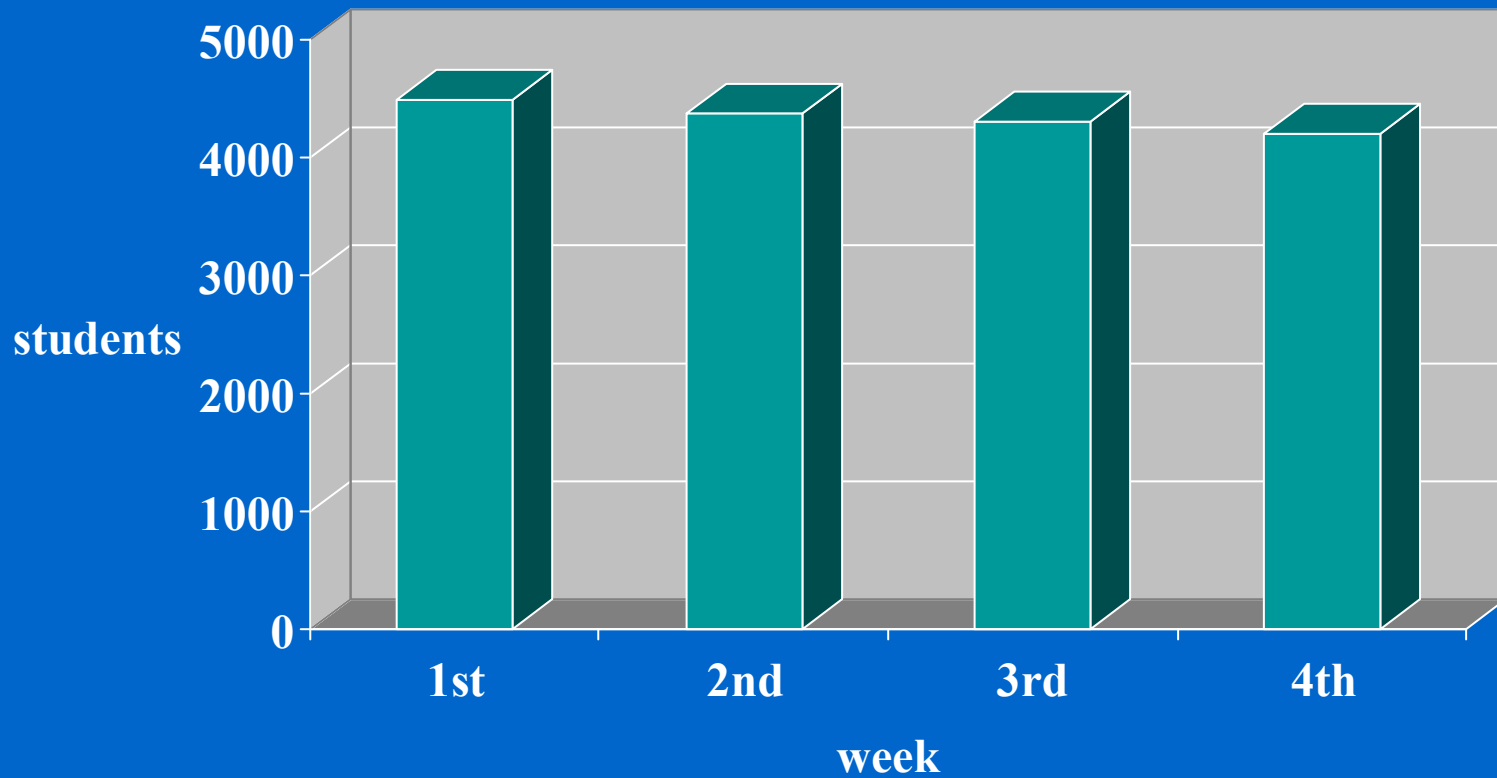
Students by College



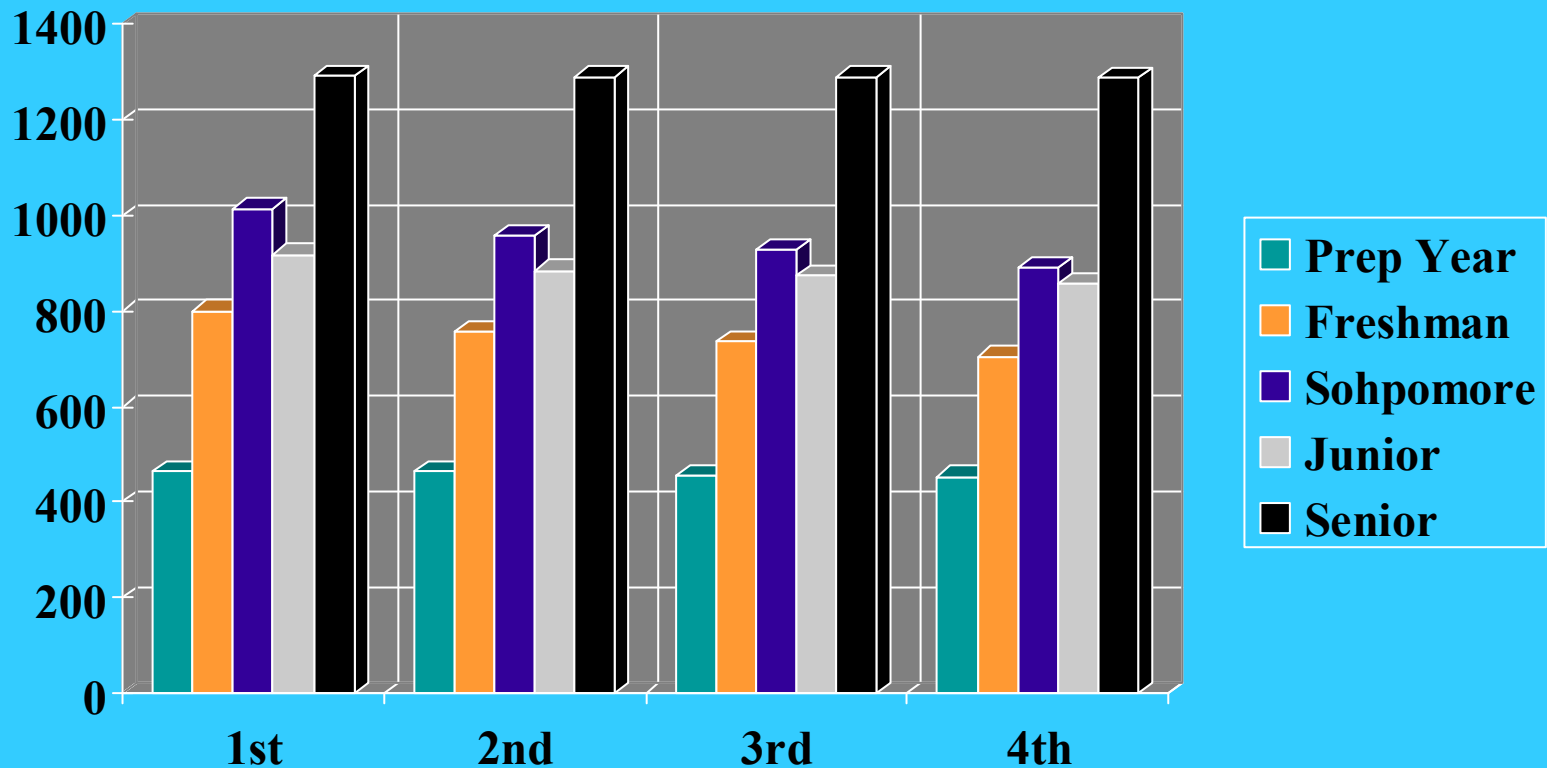
Faculty by rank



Enrollment of undergraduate students per week



Enrollment per week/courses



Difficulties

- É Severe Air conditioning problems in building 7, Library, and Cafeteria. We had to shift classes and labs from building 7 to other locations.
- É Delay in receiving EE 201 textbooks for about 3 weeks. Photocopies of the first few chapters were given to the students.

Recommendations

- É Faculty on teaching assignment should not participate in any other assignment (e.g. admission committee, conference attendance)
- É Faculty on British Council scholarship or working at Aramco during summer should not participate in any other assignment.
- É Assignments of a faculty member must not conflict in time. Input of Summer Director should be required for approval.
- É Scheduling of classes on Thursdays should be avoided; particularly in Summer.

Recommendations (contd.)

- É Departments should be more selective in course/instructor assignment. Avoid:
 - ó Low enrollment courses.
 - ó Faculty whose section history has a high drop rate.
- É Priority in teaching assignment should be to those who are known to be excellent.
- É Air-conditioning maintenance of academic buildings should be scheduled in Winter. If problems are expected to arise, the registrar should be informed.
- É Better coordination between purchasing department, bookstore, and academic departments is required.