

# UNIVERSITY OF MINNESOTA

---

*Duluth Campus*

*Executive Vice Chancellor  
for Academic Affairs*

*500 Darland Bldg.  
1049 University Drive  
Duluth, Minnesota 55812-2496*

*218-726-7103*

August 29, 2017

TO: Council of Deans, UMD

FR: Fernando Delgado, EVCAA

RE: Classroom Utilization

I appreciate the very thoughtful and engaging conversation at this morning's Council of Deans. As I reiterated, the conversation about space is framed by several forces: the already existing need for space to support faculty and programs; the high demand on classroom and instructional spaces at peak times (8:00 AM to 5:00 PM); the likelihood that we will not be getting additional square footage in the foreseeable future.

As we discussed, we want to move forward beginning with the course/section scheduling for the Fall 2018/Spring 2019 academic year. The goal is to reduce our peak utilization by 10%-15% and attempt to recapture the space to repurpose for other uses.

Two strategies seemed to have emerged. The first is really straightforward, move face-to-face courses and sections to evening offerings. By evening I believe we have agreed that the pinch points release after 5:00 PM. Therefore, I would like us to address this by identifying those courses or sections that can be moved into the late afternoon and evening slots.

The second strategy, which also has broader positive implications in terms of taking degree programs online; developing new degree programs; and capturing even greater summer revenue, is to redevelop existing face-to-face courses for online delivery. I agree with the comments shared at the meeting that this is a longer pull but it does have additional ancillary benefits to the university beyond simply moving activities to the evening hours.

I am not directing the specific strategies and tactics to the collegiate units, rather I am directing that we aim toward the collective goal over the next couple of academic years in order to capture and more purposefully utilize space to its best and most pressing needs beyond instruction.