

## Freuden, Jill Nielsen

---

**From:** schedulers\_dept-bounces@lists.wsu.edu on behalf of Freuden, Jill Nielsen <jill.freuden@wsu.edu>  
**Sent:** Monday, October 28, 2019 3:05 PM  
**To:** schedulers\_dept@lists.wsu.edu  
**Subject:** [Schedulers\_dept] Newsletter 6: October 28, 2019 part 1  
**Attachments:** ATT00001.txt

Hello Schedulers!

### Finals Fall19

Thank you to everyone who has responded so quickly to Melissa's emails regarding Finals Week conflicts! It is not too late to let us know if a final is cancelled or if you have a room change request. You can put those requests into Maintain Schedule of Classes in the Exam Notes/Requests. Melissa will start working on room change requests the first week of November. We are working to get an accurate picture of how many finals are given in hopes of reducing the number of Friday finals in the future. If a course is not planning to have a final this semester, please let us know.

### Rolling semesters without instructors

Some departments would like to roll semesters without instructors and this is an option for your department going forward. If you would like to OPT OUT of rolling instructors for Fall 2020, **please email Melissa today**. The default is to roll with instructors. If you miss the Fall 2020 roll, then we will add you to our list for future semesters. If you choose to roll without instructors, please note that this will impact Crosslisted courses. The instructor will be removed from the department who has opted out but will NOT be removed from the department who is rolling with instructors. The combined course will need to have the instructors updated in Schedule Class Meetings. We plan to roll Fall 2020 on Tuesday and will have Initial Proofing available sometime the first week of November.

More to come in a separate email.

*Regards, Jill '87*

---

Jill Freuden | Assistant Registrar | Scheduling, Residency, and Technology

Washington State University | Office of the Registrar  
French Administration 346 | POBox 641035 | Pullman, WA 99164-1035  
509.335.2522 office | [Jill.freuden@wsu.edu](mailto:Jill.freuden@wsu.edu)  
[residency.wsu.edu](http://residency.wsu.edu) | [residency@wsu.edu](mailto:residency@wsu.edu) | [registrar.schedule.wsu.edu](http://registrar.schedule.wsu.edu)

This communication may contain privileged, non-public or other confidential information. If you have received it in error, please advise the sender by reply email and immediately delete the message and any attachments without copying or disclosing the contents. Thank you