Batten Course Scheduling Criteria Guide

**Numbers of Cohorts:**

2nd Year Post Grad MPPs – 50 (minus three combo degrees at another school Spring)

1st year Post Grad MPPs - 75

2nd year Accel MPPs - 39

1st year Accel MPPs - 34

4th year Bas - 125

3rd year Bas - 132

# Bas Studied Abroad Spring 2025 - 30

# 2nd year students who did not pass ECON 2 and needing ECON 2- 2

# 2nd year students who did not pass RMDA 2 and need to retake RMDA 2 – 3

3rd year Minors - 90

4th year Minors – 72

# Core Courses (Hard Rules)

- If only one section is offered, it must be placed in a large lecture hall. If multiple sections are offered, students should be distributed as evenly as possible across them.  
- Each core should include at least one morning and one afternoon offering.  
- Core rooms prioritized: Dell (60) and Rouss (48).

# 2. Electives (Strong Preferences + Defaults)

- Time slot rule: Maximum of 2 electives per time slot.  
 • Prefer pairing 1 undergraduate (<5000) + 1 graduate (5000+) when possible.  
- Default enrollment cap for non core = 30 students. Increase only if clearly justified.  
- Pavilion VIII (18 seats) reserved for small electives or capstones.  
- If not in Dell, Rouss, or Pavilion VIII, leave room blank (UREG assigns).  
- Minimize elective overlap, though no formal time distribution rules apply.

# 3. Capstones & Advanced Projects

- Enrollment ~15–20 students.  
- Pavilion VIII preferred, but other small rooms may be used for balance.  
- Capstones cannot all run in Pavilion VIII simultaneously.

# 4. Graduate vs Undergraduate

- Numbering rule:  
 • <5000 = undergraduate.  
 • 5000+ = graduate.  
- Where courses are cross-listed, scheduling must avoid conflicts across levels.  
- Preference: in each elective slot, offer one graduate + one undergraduate course when possible.

# 5. Faculty Preferences

- Spreadsheet will list ideal conditions (preferred days/times).  
- These are soft rules (aim to satisfy where possible).  
- Some conditions are hard rules (e.g., cannot teach on Mondays) — these must be respected.

# 6. Room Assignments (Priority Order)

1. Dell (60 capacity)  
2. Rouss Hall (48 capacity)  
3. Pavilion VIII (18 capacity)  
4. Leave blank if not one of the above → UREG assigns.

**GRADUATES – SPRING**

**Core Courses:**

**ECON 2 (LPPA 7110)**

* Professor: Jay Shimshack
* Who to Count:
  + All first year MPPs [Accel and post-grads]
  + Any 2nd year students who didn’t pass with B-
* Considerations:
  + two lectures on same day with two associated discussion sections each

**RMDA 2 (LPPA 7160)**

* Professor: Sebastian Tello-Trillo
* Who to Count:
  + All first year MPPs [Accel and post-grads]
  + Any 2nd year students who didn’t pass with B-
* Considerations:
  + two lectures on same day with two associated discussion sections each

**Intro to Policy Analysis (LPPA 6250)**

* Professor: Dan Player
* Who to Count:
  + All first-year MPPs
  + Public Policy Leadership Cert students (~12)
* Considerations:
  + 2 lecture sections on same day. Each with two discussion sections.
  + Morning and afternoon sections to accommodate athletes in Certs
  + Avoid scheduling during LPPA 3650, LPPA

**Leadership in the Public Arena (LPPA6050)**

* Professor: Andy Pennock
* Who to Count:
  + First-year post-grad MPPs
  + 2nd year Accel MPPs
* Considerations:
  + Two lecture sections 2x/wk 75minutes with approximately 6-8 small discussion sections each [typically 7-9 students in each discussion – need to verify numbers with Andy]. I think he also prefers the discussion sections to all meet on the same day for each section.
  + Avoid scheduling lectures at same time as LPPA 3650, LPPA 7110, LPPA 7150

APP 2 – LPPP7750

* Need 6 sections each 2.5hrs once a week.
* Pennock likes Fridays at 9:30-12
* No more than one other Friday
* Avoid more than two scheduled at the same time

**UNDERGRADUATES - SPRING**

**Behavioral Science for Civic Leadership (LPPL 3210)**

* Professor: Eileen Chou
* Who to Count:
  + All 3rd Year BAs
  + Rising 4th year minors who have not taken the class yet
  + Third-year minors as there is room
  + 4th years who studied abroad in previous Fall (~2)
* Considerations:
  + Typically two 2.5-hour lectures, 3:30-6pm

**Intro to Public Policy (LPPP 2200)**

* Professor: Peter Johannessen
* Number of Sections: 1 lecture/12 discussion sections
* Who to Count: 240

**Public Policy Challenges (LPPP3230)**

* Professor: Volden
* Who to Count:
  + First-year BAs (132) minus anyone studying abroad last Spring (~30)
  + 3rd year minors and any 4th year minors who have not taken (60)
  + 4th years BAs who studied abroad last Spring (34)
  + 1 lecture and 8 sections of 20 and either increase numbers in sections or add two additional sections depending on demand
* Considerations:
  + One lecture with 8 to 10 discussion sections depending on demand

**Economics of Public Policy (LPPA 3650)**

* Professor: Andrew Simon
* Who to Count:
  + 3rd Year Bas (132) minus anyone taking ECON 3010 and earning a B or higher [usually estimate 8-10 students] or studying abroad in the spring (~30)
  + 4th Year BAs who studied abroad last Spring (34)
* Considerations:
  + Two lectures with 6 discussions

**Lead From Anywhere (LPPL 4680)**

* Professor: Gelsdorf
* Who to Count:
  + 4th year BAs (125)
* Considerations:
  + 2.5-hour lectures
  + Spring 2026 W 9:30-12 and 2:00-4:30
  + Room CSC reserved

**Random Considerations:**

* Batten Hour on Monday 12:30-1:30 no core courses for Grad or Undergrad
* Avoid overlapping 1st year core courses for Grads and do not overlap with courses that Accel students take their 2nd year
* Avoid overlapping core courses for Undergrads
* Limit undergrad electives at the same time/days of the week
* Limit grad electives at the same time/days of the week
* Who shares parenting roles with other faculty – do not schedule at same time
  + Ben Converse and Sophie Trawalter
  + Paul Martin and Michelle Claiborne
  + Noah Myung and Eileen Chou
* Do not schedule JFK and Constitutional Law at same time
* Minimize discussion sections on Thursday after 5pm
* No Friday electives or Core Courses, unless otherwise noted
* **Do not schedule discussions at this point**
* **Do not schedule short courses or clinics at this point**
* **Do not schedule courses listed as online with syncronous**