



# Stevenson University Averts Crisis during Exam Week

## Exam Scheduling

When Erica Gryctz, Enrollment Tracking & Scheduling Coordinator, joined Stevenson University (formerly Villa Julie College) in 2002, the institution's exam scheduling practices left much to be desired. While there was a process in place for exam scheduling, everyone—from the schedulers to the students—found it nearly too confusing to use.

The exam scheduling process mapped standard course meeting times to specific exam meeting times on a confusing chart. This grid didn't assign rooms, which made it even more confusing—especially for classes that needed more than one assigned room (ie. one for lecture, one for lab).

Not only was the grid hard to decipher, but courses that were not scheduled in a standard meeting pattern did not fall into a specific exam time. The chart stated that any course not meeting at a listed time was to meet at the closest listed time to its course start time. This statement created much confusion across campus. "Before Astra Schedule, we didn't know what was going on," says Gryctz. "Students were missing exams and faculty couldn't find rooms due to our confusing exam grid—Astra changed all of that"

## Implementing Astra

To improve exam and course scheduling procedures, Stevenson University implemented a commercial scheduling system, Astra Schedule. In addition to course and event scheduling, the system allows the institution to:

- Create an easily comprehensible exam timetable

- Automatically schedule exams into appropriate rooms
- Drastically decrease the number of students and faculty who missed exams due to confusing directions

## Crisis Averted

The night before the last day of the Spring 2008 exam period, severe thunderstorms ripped through Stevenson, MD. The excessive wind and rain caused minor damage to the areas surrounding campus, resulting in road closings and deterring some students and faculty from getting to campus.

Gryctz and the scheduling team immediately jumped into action by using Astra Schedule to identify exams that were scheduled to meet that morning. By splitting up the list, the team was able to notify students and faculty about the problem quickly and let them know that, although they would be slightly delayed, exams would continue as scheduled—a task that might not have happened with the old, confusing exam chart.

Had they needed to reschedule exams, the scheduling team could have used the Optimizer, Astra Schedule's fully automated scheduling tool to reassign exams to available rooms.

## Results

By researching and implementing a new solution for exam scheduling, Stevenson University has greatly improved its business practices—and attendance for exams. Students and faculty no longer have to search for and/or miss exams due to unreadable, inaccurate grids.



FOUNDED: 1947

LOCATED: Stevenson, MD

ENROLLMENT: 3,000

OFFERING: 21 bachelor's and four master's degrees



## Testimonial

"Before Astra Schedule, we didn't know what was going on. Students were missing exams and faculty couldn't find rooms due to our confusing exam grid—Astra changed all of that"

Erica Gryctz  
Enrollment Tracking & Scheduling Coordinator  
Stevenson University

