

## **Enrollments, Wait-Lists, and Reserved Seats for Fall 2020**

Approved by the Committee on Instruction on July 15, 2020

Our goal is to reduce the potential confusion that will accompany changes to the class schedule and keep the number of students needing to make schedule changes in the fall manageable.

- All in-person and hybrid courses will have an enrollment limit indicated in the course schedule. Faculty, in consultation with department chairs, will be permitted to set enrollment limits for their courses in Fall 2020. That is, we will not require the usual approval by Instruction for this purpose. Chairs and directors will indicate any new enrollment limits in Argos and this will be entered by the Registrar in consultation as needed with the Associate Dean of the Faculty or Associate Dean of the Conservatory.
- For currently-scheduled courses, enrollment limits may not be reduced if it would require dropping currently-registered students. Instead:
  - Faculty should choose the modality of Instruction considering current enrollments in their courses. Hybrid and remote courses should be options for larger courses.
  - Alternatively, a new section of the course may be created to accommodate smaller sections that would be needed for in-person courses.
- Wait lists will be handled normally in Voyager. Instruction will be issuing guidance to prevent crowding of in-person and hybrid classes on the first day.
- Reserved seats for first-year students will be cleared. Chairs and directors will need to enter new reserved seats along with the enrollment limit, for all currently-scheduled and new classes.