



**Academic Year 2020-2021** (Effective: August 18, 2020 through May 24, 2021)

### **CLASS Large-Enrolled Course Support**

The following policy governs support for class sections of 3 or 4 units with large enrollments.

#### **Funding levels**

Tier 1: 60 to 89 seats enrolled

- \$600 in support from the College to the instructor of record for course assistants, the purchase of equipment or supplies, and/or scholarly travel.

Tier 2: 90 to 119 seats enrolled

- Either the assignment of additional 2 WTU to the instructor of record for the course or \$1,000 in support for course assistants, the purchase of equipment or supplies, **and/or** scholarly travel.

**Chairs must notify the College of the instructor plans to use fund or 2 additional WTU.**

Tier 3: 120 or more seats enrolled

- Assignment of additional 3 WTU total by the instructor of record for the course.

#### **GUIDELINES FOR USE OF ADDITIONAL WTU & FUNDS**

- Additional **WTU must be used in the academic year (AY) they are earned.** WTU earned in fall 2020 **can** be used in spring of the same AY (20/21), but WTU earned in spring 2020 **cannot** be used in fall of the following AY (21/22).
- Funds for assistants, equipment/supplies, or travel must be expended **no later** than Financial Services year-end deadline (mid to late May). Note all applicable University policies and state laws govern the expenditure of funds.

#### **Notification**

The College office will notify the Department Chair of sections that qualify for funding for course assistants, equipment/supplies, or travel (Tier 1 & 2) after the add/drop period during term the course is offered. For the assignment of additional WTU (Tier 2 & 3), the College office will notify Department Chairs of qualifying sections after 2<sup>nd</sup> pass enrollment during the semester prior to the course being offered.

#### **Changes**

This policy is subject to change at any time. Any changes will be announced via email or announcement to Department Chairs at the College Council of Chairs meetings.

**Questions?** Feel free to direct any questions regarding this policy to the Associate Dean for Faculty Affairs and Administration.