Addendum to Course Cap Protocols for Accelerated Format Courses Offered in Summer 2020

Based in part on recommendations from the Joint Committee
12/4/19

Courses approved for delivery in fewer than eight weeks shall be assigned a cap that is 20% lower than the normal Protocol-defined “Optimum” cap for their level.

Until April 20, 2020, summer 2020 course sections filling at “Optimum” (or being within two students of filling at “Optimum” and judged likely to fill by Academic Affairs), will have their caps raised to “Doable.” This follows the procedure described in the 9/19/19 Addendum to Course Caps Protocols for application prior to the window of about 30 days prior to the start of the academic session. Department chairs and instructors should look for the changes in caps on the Academic Course Schedule.

Starting on April 20, 2020, all summer 2020 session course cap modifications follow the same procedure described in the 9/19/19 revision to the Protocols for use within thirty days of the start of the fall semester. The procedure is: course sections filling at “Optimum” will be noted by Academic Affairs (including deans), which will discuss overloading the course with the department chair and instructor. The extent of overload will be limited to students demonstrating need of the course for timely progress toward degree or accepted into the course at the discretion of the instructor.

Note Regarding Joint Committee Input:
The above addendum was developed quickly to meet necessary deadlines prior to summer 2020 section development. The Joint Committee for Course Cap Protocols will review this and other elements of the Course Cap Protocols and may suggest to the Provost further revisions as appropriate. The Joint Committee did not have sufficient time to make a formal recommendation regarding this addendum, but input from the committee shaped the policy.