

ACDEANINST 1531.13B
2/ADAA
24 September 1990

ACADEMIC DEAN INSTRUCTION 1531.13B

From: Academic Dean and Provost

Subj: COURSE ENROLLMENT POLICY

Ref: (a) Naval Academy Objectives Review Board (ORB) minutes
of 18 May 1973

1. Purpose. To issue guidelines concerning course enrollment.

2. Cancellation. ACDEANINST 1531.13A

3. Background. During the academic year, enrollment in several sections in various courses has been less than 10 midshipmen. This is a less than optimum utilization of instructors and facilities. In reference (a), the ORB instructed the Academic Dean to establish policy that would eliminate low enrollment courses.

4. Information

a. The following courses are high density courses and should be scheduled to contain approximately 22 midshipmen.

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(1) All courses offered in the common 4/C year.

(2) All core courses, cognate courses, and professional courses designated in the matrices of the Major Programs.

b. All other courses are considered to be required in a specific major and should be scheduled such that the average enrollment per section approximates 16 midshipmen.

c. Senior research project courses, seminars and such other courses the Academic Dean and Provost may designate, are not required to meet the above standards.

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5. Action

a. After pre-registration, department chairs will adjust offerings to meet the enrollment criteria outlined in paragraphs 4.a. and 4.b. Additional faculty will not be assigned to a department which invokes alternatives to these guidelines.

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b. The department chairs will request permission to schedule sections with less than 10 students. These requests should be submitted to the Academic Dean and Provost within five working days after the close of pre-registration. The Academic Dean and Provost will approve these low enrollment courses only when necessary to maintain a major.

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