

SCHOOLCRAFT COLLEGE
18600 Haggerty Road, Livonia, Michigan 48152-2696

SCHEDULING OF CLASSES

The preparation of the master class schedule and related faculty and classroom assignments is the responsibility of the Office of Instruction. Many factors necessary for the development of the master classroom schedule are known. However, the variables of student enrollment, student load, and student interest are difficult to predict. Such variables may necessitate changes in the schedule by additional classes or sections prior to or during registration. During the development of the master class schedule and throughout the registration period, the Office of Instruction will study enrollment patterns and work closely with the Office of Student Services and Academic offices to serve student needs.

The preparation of the master class schedule will be based upon:

1. The mission of the Schoolcraft Community College District—Policy 1010.
2. Historical student and credit hour data.
3. Projected student and credit hour growth.
4. Provisions of the master contract between the Board of Trustees of the Schoolcraft Community College District and the Faculty Forum.
5. Availability of staff and facilities.
6. Financial resources.

Adopted—Cabinet
May 13, 1980
Revised—Cabinet
December 16, 1982
February 1, 2005
Name Change Only
February 25, 2019