From: [Redacted]
Sent: Monday, January 24, 2011 5:43 PM
To: [Redacted]
Subject: Low enrollment courses

Please bring info about your program area courses to the coordinators meeting Friday.....please bring a break down of who is teaching what and what their enrollment is.

We have several courses that have low enrollment AND we are offering two sections of the low enrolled courses. This is being questioned and examined by the university as a not too efficient utilization of resources. We need to discuss this very seriously and talk about load distribution/re-distribution on Friday.

Thanks

FRIDAY

1. 200 HR degree piano
2. Faculty Meeting
3. Teaching Excellence
4. Course Sequence
5. Grad/ Undergrad Syllabi - Feb 1st
6. Career Fair - Student Presidents
7. Graduate Program Coordinator
8. Release time forms