Policy for Assigning Evans School Courses to the Remak Commons

April 25, 2016

Faculty may request the Remak Commons for any course with an expected enrollment between 30 and 48 (the maximum allowed). If some requests would create scheduling conflicts because their meeting times overlap, courses will be assigned to the Commons in the following priority:

1st Priority:
- All sections of PUBPOL 511 (Autumn)
- All sections of PUBPOL 512 (Winter)
- Any future sections of core courses with enrollment caps equal to or less than 48 students
- EMPA for Fridays, Saturdays and Sundays

2nd Priority:
- Elective courses that have historically had enrollments of 40 or more students

3rd Priority:
- Elective courses that have historically had enrollments of 30-39 students

*Note: the capacity of the Commons is 48 students plus 1 instructor = 49 total

Classroom description

The room’s AV capabilities will include one screen, a projector, a camera, audio-reinforced sound through wall-mounted speakers, a wall-mounted touch panel interface, and 2 input locations for the instructor’s laptop. The room includes wifi capabilities. Electrical outlets are around the room’s perimeter. The classroom will have 16 student tables that can configured into a variety of arrangements. A number of mobile whiteboards will also be available for use. The room will have updated lighting fixtures and controls, and the windows will have manual window treatments including black-out shades.