

West Chester University of Pennsylvania

Winter Session 2024 Commitment Form

This form has two purposes: First, it allows faculty members to determine a lower limit for student enrollment in Winter Session 2024. Second, it allows deans/chairs to make timely decisions about whether to cancel class sessions.

Faculty salary is determined based on student enrollment and the formula referenced in the 2019 winter agreement (see link below).

<https://www.wcupa.edu/admin/provost/documents/WinterSessionAgreement2019.pdf>

For Winter Session 2024- the most recent pay schedule (Fall 2022) will be used for calculation purposes.

In order to communicate effectively with students about the classes they have already scheduled, it is important that deans know how many students must enroll in a course for it to run successfully.

1. Name: _____ Faculty ID: _____

2. Course scheduled for Winter Session 2024: _____

3. Lowest acceptable enrollment I am willing to teach: _____ students.

By signing this form, the faculty member commits to teaching the course identified in the 2236 (Winter) session, if the number of students indicated above have registered for the course by the deadline date indicated below.

Signature: _____ Date: _____

Schedule:

| Date to Submit to Dean | Date to determine whether enrollment meets the criteria on this form | Date Course Begins |
|------------------------|--|--------------------|
| 11/30/23 | 12/08/23 | 12/18/23 |

NOTE: Students may add or drop classes after this form is signed. By signing the form, the faculty member is committing to teach the course if the lowest enrollment indicated is reached by the deadline indicated, knowing that this is, at best, an estimate of the likely enrollment for the course.