
UH - Hilo Academic Affairs

Course Assignment and Scheduling

Academic Policy 2-2009
Effective: August 1, 2009

Course assignment and scheduling are done by department chairs, in consultation with departmental faculty, division chairs, college directors, and the dean or his/her designee. In determining which courses should be offered, chairs balance the need for General Education courses, service courses, and major courses with faculty expertise. While faculty classtime preference is taken into account, chairs and deans must make the most efficient use of limited resources including ensuring that courses are offered in a variety of time slots to accommodate a wide range of students.