

Timeline and Criteria for Class Cancellations—Spring 2026

Class Cancellation Timeline Calendar for Spring 2026 (Spring Semester Start Date: **January 12, 2026**)

***Note:** For late-start courses, please apply the same methodology and track/calculate the data independently.*

November **12-17**, 2025 (not earlier than 60 Calendar Days Before Start of Class)

- **Action:** Begin monitoring enrollment for all scheduled classes. Classes may be canceled with the consent of the instructor at any time.
- **Communication:** Notify faculty of low-enrolled classes and encourage enrollment strategies.
- Super registration (HS): Deans provide the list to Wissem to promote
- Deans and/or faculty email (a) Max and (b) Megan the list of low-enrolled classes so they can pass it on to counselors and the social media specialist.

December **12-18**, 2025 (not earlier than 30 Calendar Days Before Start of Class)

- **Action:** Classes cannot be canceled due to low enrollment before this date. Classes may be canceled with the consent of the instructor at any time.
- **Communication:** Confirm status of low-enrolled classes with faculty.

December **26-January 2**, 2026 (or 10 Business Days Before Start of Class)

- **Face-to-Face/Hybrid/Synchronous Classes:** Cancel if enrollment is fewer than 6 students.
- **Asynchronous Classes:** Cancel if enrollment is fewer than 9 students.
- **Communication:** Notify faculty of potential cancellations.

January **5-9**, 2026 (or 5 Business Days Before Start of Class)

- **Face-to-Face/Hybrid/Synchronous Classes:** Cancel if enrollment is fewer than 10 students.
- **Asynchronous Classes:** Cancel if enrollment is fewer than 14 students.
- **Communication:** Send formal notifications to faculty and students.

January 8-14, 2026 (or 2 Business Days Before Start of Class)

- **Face-to-Face/Hybrid/Synchronous Classes:** Cancel if enrollment is fewer than 15 students.
- **Asynchronous Classes:** Cancel if enrollment is fewer than 20 students.
- **Communication:** Final cancellation notices sent.

January 12–16, 2026 (First Week of Instruction)

- **Action:** Deans may allow time for late enrollment.
 - **Communication:** Final decisions on classes made in consultation with faculty.
 - **Compensation:** Faculty compensated if a class is canceled after instruction begins.
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Communication of Class Cancellations

To Faculty:

- **November 12 – December 12, 2025:** Early notifications of low enrollment.
- **December 26, 2025:** Faculty receive first cancellation decision update.
- **January 5, 2026:** Faculty notified of confirmed cancellations.
- **January 8, 2026:** Final communication before term begins.

To Students:

- **December 26 – January 8, 2026:** Students notified of class cancellations via email, text, or phone with suggested alternative courses.
 - **January 8, 2026:** Final cancellations announced with suggested alternative courses.
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Contractual Considerations

- **Teaching Assignments:** Adjusted per the collective bargaining agreement.

- **Faculty Compensation:** Paid for instructional hours if class is canceled after the first session.

Resources:

This timeline aligns with [AP 6.04.1 Guidelines for Class Cancellation](#) to ensure structured decision-making and effective communication.