

Boston University Metropolitan College

Online Facilitator Allocation Guidelines

This document provides updated facilitator allocation guidelines which depend on the number of students enrolled in MET online classes. It aims to provide consistency and equity of teaching support across MET online programs.

1. The facilitator allocation as a function of online class enrollments will be:
 - a. Enrollments less than 19 students – no facilitator
 - b. Enrollments from 20 to 34 students – 1 facilitator (group size 20-34)
 - c. Enrollments from 35 to 50 students – 2 facilitators (groups size 18-25)
 - d. Enrollments from 51 to 72 students – 3 facilitators (groups size 17-24)
 - e. Enrollments from 73 to 94 students – 4 facilitators. (groups size 19-24)
2. Courses with enrollments over 80 may assign a Lead Facilitator without a group
3. Courses with enrollments over 95 may split the class into two sections.

Based on the allocation guideline, a group's size ranges between 17 and 34, with an expected average of 23 students per group. Any deviation from these numbers requires chair's recommendation and dean's approval.

(Fall 2025)