

### Class Maximum Request Form

This form should be used to request a class size for a new and/or existing course. The requestor must acquire the signature of all unlimited full-time and unlimited part-time faculty credentialed to teach the course.

Faculty Requestor Name: SHAWN SCHROEDER Current Date: 10/9/18

Course Designator, Number, and Title (i.e.: OTEC, 1820, Business English)  
Biol 215, General Ecology

New Course Proposed Class Size: 20 40/20A

Existing Course Current Class Size:      Proposed Class Size:     

Existing Course: Submit three semesters of enrollment data (See Research, Planning & Grants Office or Registrar's Office):

Semester 1      Semester 2      Semester 3     

Method of Delivery (circle appropriate) Face-to-Face Online Hybrid

Effective Semester (circle one): Fall FY20 20 Spring FY20 Summer FY20

Rationale for requested class maximum size: THIS COURSE INCLUDES SEVERAL OFF-CAMPUS, OUTDOOR FIELD TRIPS (LAKE, STREAM, PRAIRIE, ETC.). IT IS DESIRABLE TO KEEP STUDENT IMPACT ON SEVERAL SENSITIVE ECOSYSTEMS VISITED DURING LAB TO A MINIMUM. PLUS THE MAXIMUM CAPACITY ON PONTOON FOR LAKE LAB IS 20.

Instructional Cost Study for program/CIP code (Insert or Attach) (See Research, Planning & Grants Office, Vice President of Finance & Facilities, or Deans Office.):

INSTRUCTIONAL COSTS FOR SCC BIOLOGY DEPT. FOR FY15 WERE ABOVE THE BAND AT \$2,899. WITHIN MN STATE, THE LOW RANGE WAS \$1754 WHILE THE TOP OF THE BAND WAS \$2143 WITH AN AVERAGE OF \$1,948.

Faculty Signatures (All unlimited full-time and unlimited part-time faculty credentialed to teach the course. MSCF seniority roster can be found at <http://southcentral.edu/hr-a-college-relations/resources-a-forms.html> (if needed, add additional page)

Printed Name SHAWN SCHROEDER Signature [Signature] Date: 10/9/18

Printed Name Renée Guyer Signature [Signature] Date: 10/9/18

Printed Name Sue Steck Signature [Signature] Date: 10/17/18

Printed Name      Signature      Date:     

Printed Name      Signature      Date:     

Signature of Dean/Director [Signature] Date: 11/5/18

Vice President of Student and Academic Affairs Office Use Only

VPSAA (Initial each area) Faculty Credentials Verified  Instructional Cost Study Data Verified   
Signature of V.P. of Student and Academic Affairs [Signature] Date: 12/11/18

Following Shared Governance Approval

Signature of President      Date: