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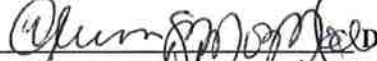
Printed Name John Reinhard Signature  Date: 12/13/18

Printed Name Lucinda Wells Signature  Date: 12/13/18

Printed Name Dave Edwards Signature  Date: 12/13/18

Printed Name Kirstin Cronn-Mills Signature  Date: 12-6-18

Printed Name Deborah Selbach Signature  Date: 12-10-18

Printed Name Cheiron McMahill Signature  Date: 12/6/18

Printed Name Amy Magnus Signature  Date: 12-10-18

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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: Tracy Murphy Current Date: 12/6/18

Course Designator, Number, and Title (i.e.: OTEC, 1820, Business English)
SPAN 205 Intermediate Spanish

New Course Proposed Class Size: 25

Existing Course Current Class Size: NA 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 Spring FY20 19 Summer FY20

Rationale for requested class maximum size:
 A course maximum of 25 is standard for language courses.

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

For FY17, foreign languages had a band of \$2,110 - \$2,579. SCC was below the band at \$2,017.

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 Tracy Murphy Signature [Signature] Date: 12-6-18

Printed Name Ray Schmidt Signature [Signature] Date: 7 DEC 2018

Printed Name Cassandra Labairon Signature [Signature] Date: 12-10-18

Printed Name Becky Brooks Signature [Signature] Date: 12-10-18

Printed Name Connie Miller Signature [Signature] Date: 12/12/18

Signature of Dean/Director [Signature] Date: 12/13/18

Vice President of Student and Academic Affairs Office Use Only





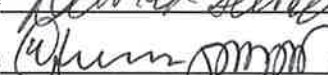
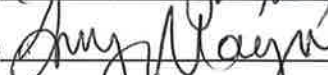
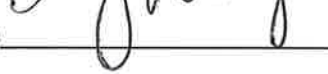
VPSAA (Initial each area) Faculty Credentials Verified Instructional Cost Study Data Verified

Signature of V.P. of Student and Academic Affairs [Signature] Date: 12/13/18

Following Shared Governance Approval

Signature of President Date:

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Printed Name	<u>John Reinhard</u>	Signature	<u></u>	Date:	<u>12/13/18</u>
Printed Name	<u>Lucinda Wells</u>	Signature	<u></u>	Date:	<u>12/13/18</u>
Printed Name	<u>Dave Edwards</u>	Signature	<u></u>	Date:	<u>12/13/18</u>
Printed Name	<u>Kirstin Cronn-Mills</u>	Signature	<u></u>	Date:	<u>12.6.18</u>
Printed Name	<u>Deborah Selbach</u>	Signature	<u></u>	Date:	<u>12-13-18</u>
Printed Name	<u>Cheiron McMahill</u>	Signature	<u></u>	Date:	<u>12/6/18</u>
Printed Name	<u>Amy Magnus</u>	Signature	<u></u>	Date:	<u>12-12-18</u>
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