

### 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: Kurt Dershem Current Date: 1/10/2017

Course Designator, Number, and Title (i.e.: OTEC, 1820, Business English)  
PHIL 105 - World Religions

New Course Proposed Class Size: \_\_\_\_\_

Existing Course Current Class Size: 35 Proposed Class Size: 40

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

Semester 1 <sup>35</sup> \_\_\_\_\_ Semester 2 <sup>35</sup> \_\_\_\_\_ Semester 3 <sup>35</sup> \_\_\_\_\_

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


Effective Semester (circle one): Fall FY20 X Spring FY20 \_\_\_\_\_ Summer FY20 \_\_\_\_\_

Rationale for requested class maximum size:  
Hybrid delivery method can accommodate more students

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

In FY 2015, Minn State instruction costs for PHIL ranged from \$1385 to \$1693 while SCC's average was \$1821.

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 Kurt Dershem Signature  Date: 1/10/2017

Printed Name \_\_\_\_\_ Signature \_\_\_\_\_ Date: \_\_\_\_\_

Printed Name \_\_\_\_\_ Signature \_\_\_\_\_ Date: \_\_\_\_\_

Printed Name \_\_\_\_\_ Signature \_\_\_\_\_ Date: \_\_\_\_\_

Printed Name \_\_\_\_\_ Signature \_\_\_\_\_ Date: \_\_\_\_\_

Signature of Dean/Director  Date: 1/11/17

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  Date: 1-12-17

Following Shared Governance Approval

Signature of President \_\_\_\_\_ Date: \_\_\_\_\_