

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: Amy Magnus Current Date: 4-20-16

Course Designator, Number, and Title (i.e.: OTEC, 1820, Business English)
AIS 112: Native Perspectives

*Prefix change
HUM to AIS*

New Course Proposed Class Size: 37

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 FY2016 Spring FY20 Summer FY20

Rationale for requested class maximum size

A review of AIS type courses within MnSCU indicated that the average class size was between 20 and 25. Therefore, the size of this course (35) will work quite well.

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, the MnSCU instructional costs for the area of Ethnic/Cultural/Gender studies was between the band of \$1,296 and \$1,585; SCC's institutional average was \$1577—within the band.

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 Amy Magnus Signature Amy Magnus Date: 4-20-16

Printed Name _____ Signature _____ Date: _____

Printed Name _____ Signature _____ Date: _____

Printed Name _____ Signature _____ Date: _____

Printed Name _____ Signature _____ Date: _____

Signature of Dean/Director [Signature] Date: 4-20-16

Vice President of Student and Academic Affairs Office Use Only

VPSAA (Initial each area) Faculty Credentials Verified 1 Instructional Cost Study Data Verified 1

Signature of V.P. of Student and Academic Affairs [Signature] Date: 4-22-16

Following Shared Governance Approval

Signature of President _____ Date: _____