

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: Candence Mortenson-Klimpel Current Date: 1/1/2016

Course Designator, Number, and Title (i.e.: OTEC, 1820, Business English)
NURS 2530 Med Surg Acute

New Course Proposed Class Size: 40

Existing Course Current Class Size: ~~40~~ ERROR (NB) Proposed Class Size: ~~40~~ ERROR (NB)

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

Semester 1 ~~S15=23~~ ERROR (NB) Semester 2 ~~F15=18~~ ERROR (NB) Semester 3 ~~S16=22~~ ERROR (NB)

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

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

Rationale for requested class maximum size

Consistent with past needs. 40 matches our other Soc Sci program theory classes.

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

LD FYE: 65.37; Instruction & Academic Support State Appro Expended: 311,606; Institution Average State Appro Expended Per FYE: 4,364; Floor: 3927; Ceiling: 4,800; Change: 0
2015 FYE: 81.33 up from 2014 FYE: 65.37. Use MnSci upper band by 33.00
More than MnSci cost by 403.00

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 Margaret Brewer Signature Margaret Brewer Date: 1/8/2016
 Printed Name Jennifer Pachana Signature Jennifer Pachana Date: 1/8/16
 Printed Name Juanita Schueler Signature Juanita Schueler Date: 1/8/16
 Printed Name Sandra Bosch Signature Sandra Bosch Date: 1/8/16
 Printed Name Annette Benson Signature Annette Benson Date: 1-8-16
 Signature of Dean/Director Michelle G. Bruemner Date: 1.8.16

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: 1-8-16

Following Shared Governance Approval

Signature of President _____ Date: _____

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Printed Name Ashley Biskedahl Signature Ashley Biskedahl Date: 1/8/16

Printed Name Cheryl Clendenin Signature Cheryl Clendenin Date: 1/8/16

Printed Name Candence Mortenson-Klimpel Signature Candence Mortenson-Klimpel Date: 1/8/16

Printed Name _____ Signature _____ Date: _____

Printed Name _____ Signature _____ Date: _____

Signature of Dean/Director Michael J. Bruelmaier Date: 1.8.16

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: 1-8-16

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Signature of President _____ Date: _____