

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: Wes Taylor Current Date: 10/13/15

Course Designator, Number, and Title (i.e.: OTEC, 1820, Business English)
ART 155: Visual Narrative

New Course Proposed Class Size: 22

Existing Course Current Class Size: _____ Proposed Class Size: 22

Existing Course: Submit three semesters of enrollment data (See Research, Planning & Grants Office or Registrar's Office):
 Semester 1 8 Semester 2 cancelled too early Semester 3 _____

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

Effective Semester (circle one): Fall FY20 Spring FY20 16 Summer FY20

Rationale for requested class maximum size

1) The class size was originally established at 20 for a combination of reasons. The first factor was the NASAD (National Association of Schools of Art and Design) guidelines (http://nasad.arts-accredit.org/site/docs/Handbook_Archives/NASAD_HANDBOOK_2012-13.pdf), which

PLEASE SEE ATTACHED

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

| Inst Id | Institution Name | Allocation | CIP | CIP Description | LD | FYE | Instruction & Academic Support | State |
|---------|------------------|-------------|---------|-----------------|-------|----------|--------------------------------|---------|
| Appro | Expended | Institution | Average | State | Appro | Expended | Per | FYE |
| | | | | | | | MnSCU | Average |
| | | | | | | | State | Appro |

PLEASE SEE ATTACHED

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 _____ Signature _____ Date: _____

Printed Name WES TAYLOR Signature [Signature] Date: 10.14.15

Printed Name _____ Signature _____ Date: _____

Printed Name _____ Signature _____ Date: _____

Printed Name _____ Signature _____ Date: _____

Signature of Dean/Director [Signature] Date: 10/15/15

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: 10/15/15

Following Shared Governance Approval

Signature of President _____ Date: _____

ART 155:

Rationale for requested class maximum size:

- 1) The class size was originally established at 20 for a combination of reasons. The first factor was the NASAD (National Association of Schools of Art and Design) guidelines ([http://nasad.arts-accredit.org/site/docs/Handbook Archives/NASAD HANDBOOK 2012-13.pdf](http://nasad.arts-accredit.org/site/docs/Handbook_Archives/NASAD_HANDBOOK_2012-13.pdf)), which suggest that a class size of 20 is “educationally more effective,” and they recommend against course sizes that exceed 25 students. Our classroom, which is a single-purpose space equipped with tables, lighting and supplies that support the course content only seats 23 comfortably and safely. It’s a small classroom, and we do have additional work spaces but the students cannot occupy all the tables and still walk through the rows.

- 2) Instructors support moving class size from 20 to 22 to bring art costs back into the band.

Instructional Cost Study for program:

The average cost band for the discipline of Art within MnSCU for FY2015 was \$2,000 to \$2,444 while the average cost for an SCC ART course was \$2,691. Therefore, by increasing the class size a slight bit (2 students), we can begin to bring the ART department costs into alignment.