

POLICY MEMORANDUM

No. II-30

Minimum Class Size

Individual sections should not be taught with an enrollment below five (5) for a 6000-level course, ten (10) for a 5000-level course, and fifteen (15) for 4000 or lower-level courses, unless one or more of the following conditions are met:

1. At least two regular semesters have intervened since the course was last taught.
2. The course meets a requirement of the student's major discipline for which no substitution is satisfactory.
3. The course is experimental.
4. The instructor volunteers to teach the course as an overload.
5. A limited number of student stations is available.
6. Conditions are such that the enrollment must be limited for health or safety reasons.

EFFECTIVE DATE: Immediately

RESPONSIBILITY: Provost

BASIS: Chancellor, upon the recommendation of the Committee of Department Chairs



Cheryl B. Schrader, Ph.D.
Chancellor