

DAKOTA COUNTY TECHNICAL COLLEGE

Chapter 4 – Human Resources

4.8 - Maximum Class size

Part 1. Purpose

The purpose of this policy is to implement the Employment Agreement between the State of Minnesota and Minnesota State Colleges and Universities and the Minnesota State College Faculty which mandates maximum class size be established in accordance with the current Minnesota State College Faculty (MSCF) agreement.

Part 2. Rationale

1. Classes must be large enough to economically justify the resources expended to operate the college.
2. Facility limitations must be considered in setting class size limits

Part 3. Procedure

1. Maximum class size is defined to mean the maximum number of students that can be enrolled in a course.
2. Class tally, which is the published class size/enrollment figure, is the enrollment cap that takes into consideration facility limitations, etc. The class tally cannot exceed the maximum class size.
3. Maximum class size shall be established by the administration through the Faculty Shared Governance process and in consultation with the disciplines in department meetings and discussions at Academic Affairs and Standards Council (AASC) when a course is modified or a new course is proposed. Any change must be considered through Faculty Shared Governance process at least one semester in advance of implementation. (Example: Discussed during spring semester for implementation during the next spring semester.)
4. Students who are on the official 10th day of the semester class roster shall constitute the official enrollment in the class. If a course meets for less than fifteen weeks, students on the class roster after the 2nd class meeting shall constitute the official enrollment in the class.

*References: MSCF Agreement
Date of Adoption: May 20, 2010*