



## POLICY STATEMENT 210 MINIMUM CLASS SIZE

Revision: 6  
Last Reviewed: February 15, 2024  
Effective: February 16, 2024

**PURPOSE:** To define minimum enrollment below which classes will not ordinarily be offered

### GENERAL POLICY:

The minimum class size for all credit courses is ten (10) students.

These minima do not apply to directed study or independent study courses.

In limited cases, Deans may request that courses, upon approval of Academic Affairs, be exempt from the above minima.

For classes with low enrollment, Deans will submit to the Office of Academic Affairs no later than the Friday prior to the first day of class (1) a report of courses cancelled, with information on the reassignment of faculty in the courses, and (2) their recommendations for continuation of low-enrollment courses, with information on when the course was last offered and its enrollment during the preceding two years.

Cancellation or continuation of a course with enrollment less than the established minimum must be approved by the Dean and the Provost and Vice Chancellor for Academic Affairs after consultation with appropriate faculty.

Continuation of a course or section with fewer than the number of students specified above, generally by the conclusion of the third day of the semester which is subject to change at the discretion of the Provost, will depend on such factors as:

1. Is the course necessary to meet students' needs?
2. Is the course representing over 12 semester hours load for a faculty member during a regular semester or over a nine-hour load for a summer session?
3. Is it a new course?
4. Is the course necessary for continuity in an area of study?
5. Is the course a 3000- or 4000- level course?

APPROVED:   
Paul Coreil, Ph.D., Chancellor

  
Date