

# F66-3 MINIMUM ENROLLMENTS FOR COURSES

**Legislative History:**

**Document dated October 31, 1966.**

**At its meeting of October 24, 1966, the Academic Council adopted a statement of Enrollment-Staffing Standards for Courses, in two sections, designated A (#F 66-3) and B (#F 66-4); said statement submitted by the Curriculum and Instruction Committee.**

**ACTION BY COLLEGE PRESIDENT:**

**"Approved." Signed: Robert D. Clark, November 4, 1966.**

STAFFING FORMULA

F 66-3

Section A:

Under terms of the existing state-wide Staffing Formula the College is provided staff only for courses which meet the following minimum enrollments:

- Lower Division (1-99) ..... 10
- Upper Division (100-199; 300-399) ..... 7
- Graduate (200) ..... 5

Accordingly, it is College policy to cancel courses which, during the registration period each semester, do not attain these minimum enrollments and to reassign the staff to high-enrollment classes. The Deans of Schools, in consultation with the Academic Vice President, are responsible for authorizing the continuance of certain classes when there is some compelling reason for offering them in spite of low enrollments, provided they can be staffed within the existing faculty allocations of the Schools.