

Guidelines for Setting Course Enrollment Limits

The faculty and administration share the responsibility for offering a curriculum in which student enrollments are equitable across the curriculum. Rather than a set of regulations, however, we have relied on a working consensus between academic departments and academic administration. The following points summarize the current expectations.

- 100-200 level courses: 25-40 students. For courses using a lecture/lab or lecture/discussion section format, the lab or discussion sections can provide the smaller classroom experience we want to provide our students while the lecture section can be larger.
- 300-400 level courses: 20-30 students.
- Special skills (e.g., Gateway, Writing Intensive, and capstone courses): 15-20 students
- Classes at any level with enrollments of five or less may be canceled and the faculty member reassigned to a new course or section.

In some instances a department can make a case that a unique lower division course warrants an enrollment limit lower than 25. A course for majors that introduces the methodology of a discipline might be an example. But in making such a case there should be a compensating spirit of *quid pro quo* and a willingness to take a few more students elsewhere. These lower division courses are also expected not to exceed enrollments of 40, except under the specified conditions.

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