

MAXIMUM COURSE CAPACITY GUIDELINES

General Course Capacity Guidelines	Online*	All Other Modes of Delivery
Except when specified below, all courses with an emphasis on lecture, demonstration, and/or discussion: for example, ACH 120 Theory and History of Architecture, EET 250 National Electrical Code, MA 109 College Algebra, SOC 101 Introductory Sociology	29	32
Except when specified below, all courses with significant, integrated application or professional skill and practice components such as hands-on computer work, field experiences, production of models, science labs: for example, ACH 100 Construction Documents I, BIO 113 Introduction to Biology Lab, CIT 110 Operating Systems Concepts, IECE 170 Observation and Assessment	18	20
Other Course Capacity Guidelines	Online*	All Other Modes of Delivery
Co-ops/Internships/Practica: for example, AUT 199: Cooperative Education	18	20
Courses meeting the oral communication general education requirement: COM 181, 252, 281, 287	22	25
Courses that target at-risk populations: CMS 185, GE 101, SDC 100	22	25
Developmental English courses, developmental reading courses, and MT 55	18	20
Developmental mathematics courses: MT 65, MA 108R	22	25
ESL courses	16	18
Highly automated online courses: for example, AHS 115, OST 101	50	--
Language courses: ASL, FR, RAE, SED, SPA	22	25
Performing and Studio Arts	18	20
Writing courses: ENG 101, 102, 105, 203, 207, 230, 231; JOU 101, 204; OST 235; TEC 200	22	25

External Mandates

When an external board or an accrediting agency mandates a maximum course capacity, the college will adhere to these mandated course capacities.

Exceptions

1. Room constraints, equipment constraints, and safety guidelines that do not allow for maximum course capacities consistent with these guidelines will result in lowered course capacities in those sections with such constraints.
2. All courses where the associated, integrated lab component(s) dictate capacity of the didactic section.
3. For selective admissions programs, course capacities may be altered to account for the number of students admitted into such programs.
4. Other exceptions require approval from the Vice President of Academics.

* Course capacities will be the same as "All Other Modes of Delivery" after support structures for online faculty and students sufficiently improve.