

**POLICIES AND PROCEDURES  
OUACHITA TECHNICAL COLLEGE**

**SUBJECT AREA: Academic Policies and Procedures**

**POLICY/PROCEDURE: Minimum Class Size**

**DATE: August 24, 1996**

**NUMBER: 4.28**

**REVISION(s):**

**Purpose**

The designation of a minimum class size for scheduled classes is necessary to ensure the efficient use of human and physical instructional resources.

**Policy**

Each class must have at least the number of students listed below, by the end of its first scheduled meeting, to remain on the class roster. Classes that do not meet these minimum standards will be cancelled unless otherwise approved by the Vice President and Dean for Instructional and Student Affairs.

1. The Departments of **GESS**, **BOIST**, and **HHS** must have at least ten (**10**) registered students.
2. The Department of **AST** must have at least seven (**7**) registered students.
3. Non-Credit **Business and Industry** and **Avocational** courses may be offered on at least a cost-recovery basis.

Faculty whose classes are cancelled may be assigned to other classes or be given special projects to fulfill their expected workload for the semester.

AUTHENTICATION (Signature):

COPP

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President

8/24/96

(Date)

**4.28**