

## **LLC Class Size Policy**

### **Policy intent:**

Insure that the course for which a participant registered has the same atmosphere and “feel” as what they anticipated.

Prevent classroom overcrowding.

Prevent favoritism in course admission.

Protect the LLC administrator from awkward situations.

### **Standard practice:**

Our standard class size is 20. This is primarily controlled by face-to-face seating in a Temple classroom.

Class size includes coordinators.

The category liaison will work with coordinators to arrive at the agreeable number if there are unusual conditions, for example, a class designed to be a seminar, round-table discussion format which might want to have a smaller limit, an art class where space limitations required a smaller group, or a large lecture-format class that uses two classrooms.

The number is then published in the catalog and the administrator will use this to limit registration.

### **Exceptions:**

Exceptions to this policy will only be made in unusual circumstances, and can only be made in writing to the administrator by the curriculum committee chair with the agreement of the coordinator.