

Section I: Instruction

IIB Program Class Size and Review

Monitoring and evaluation is believed to be an on-going and integral component in the development and implementation of all programs. The changing needs of labor and industry, in conjunction with the changing vocational and academic requirements for post-secondary education mandate that all programs undertake a periodic review.

Additionally, all programs with a student participation rate of “less than 50%” of the established “full” number of students as of October 15 of each school year will complete an “Individual Program Review Self Study”.

In an effort to ensure that all programs meet the needs and expectations of students and business and industry:

1. The Board expects the administration and faculty to be perpetually sensitive to conditions that may require changes in programs offered.
2. The Board expects the administration and faculty to undertake intensive curriculum review, revision, and development of those programs which appear to be approaching low enrollments or in some way appear to be inconsistent with the expectations and standards which have been established by business and industry.
3. The Board will re-evaluate any program which drops below the total daily enrollment of 50% of the “full” number of students established for that program, through the use of the “Individual Program Review Self Study Document”, or similar instrument to be selected by the Director. This study to be initiated by the Director, on or before November 1 of any school year, in which student enrollments for a specific program fall below 50% of the “full” number of students established for that program.
4. The Board may elect to discontinue any A.M. or P.M. session/program not maintaining a total daily enrollment of 50% of its “full” number of students upon completion of the “Individual Program Review Self Study”. Such studies will be completed by May 1 of the school year in which it is initiated.
5. The Board may authorize an extension of the program, or the program review process, upon presentation of a written rationale by the Director.
6. Maximum enrollments, as set forth by board policy, shall not be exceeded without prior approval of the Director and the Board, and must be accompanied by a written rationale presented by the Director to the Board.

7. The Board reserves the right to discontinue a program at their discretion if it is determined to be in the best interest for the school and community for which it serves.

Cross Reference: IIB-R – Program Capacities

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