

## NORTHLAND COMMUNITY & TECHNICAL COLLEGE

### 3390 LOW ENROLLMENT

The administration will confer with the Registrar and appropriate faculty to determine the need of the course as it relates to specific programs, other available assignments, effective utilization of faculty expertise, and cost effectiveness. This process will occur in a timely manner in order not to jeopardize viable course offerings and yet facilitate notification or reassignment. The Academic Administrators will assess course offerings prior to the start of the semester and may cancel courses that are determined to be unviable due to low enrollment. If the unviability is clear, a course will be cancelled as soon as that determination is made. A course may be cancelled up to one calendar week prior to the first day of class, when that day is not a business holiday. When it is a holiday, courses may still be cancelled up to the next business day after that holiday.

*Date of Implementation:*

*Date of Adoption:* 06/02/04

*Date & Subject of Revisions:* 05/09/06 AASC Reviewed  
05/18/06 Executive Council Approval  
01/27/09 Reviewed  
03/26/10 Reviewed  
03/01/11 Revised – minor modifications  
03/05/12 Reviewed  
03/19/13 Reviewed  
04/07/14 Reviewed  
03/17/15 Revised  
04/08/15 AASC Reviewed  
03/23/16 Reviewed  
03/17/17 Revised  
04/04/18 Reviewed  
04/10/19 Reviewed  
04/10/20 Reviewed  
03/15/21 Reviewed  
03/16/22 Reviewed