

 <b>BOND UNIVERSITY</b>	<b>CLASS SIZE POLICY</b>
Contact Officer	Director, Learning & Teaching
Date First Approved	6 November 2009
Approval Authority	Provost
Date of Next Review	24 January 2026

### 1. PURPOSE AND OBJECTIVES

Bond University prides itself on providing an exceptional experience for students through excellence in teaching and learning and co-curricular activities. The 'Bond Experience' is based on offering a supportive environment that enables students to engage readily with the learning experience. Essential to this experience is student-to-student and student-to-instructor interaction. To enable this, Bond is committed to maintaining high quality learning environment and class sizes that support active learning and engagement. This Policy recognises the need for flexibility to provide for the adoption of new learning modes and technologies.

### 2. AUDIENCE AND APPLICATION

All classes

### 3. ROLES AND RESPONSIBILITIES

Role	Responsibility
Executive Dean/ Provost	Approval to vary class size limits (clause 4.1)

### 4. POLICY STATEMENT

The number of students in all classes for all subjects must be limited to the number appropriate for ensuring an optimal learning experience for students. Class sizes will be determined according to the pedagogy employed, and the constraints of the teaching spaces and available facilities.

In the case of Forums, which are generally our largest classes, the number of students will not usually exceed 120. For Tutorials, which are our smallest classes, the number of students will not usually exceed 12.

#### 4.1. Exceptions

Class sizes may vary from these limits where the pedagogy of the subject is not compromised. These circumstances are only permissible with the approval of the appropriate Executive Dean or, in the case of CORE or Bond University College subjects, the Provost.

Refer to the attached [Schedule](#) for the description of class types and teaching space categories and facilities.

### 5. DEFINITIONS, TERMS, ACRONYMS

<b>Forum</b>	An open and active learning experience that includes the whole learner cohort for a subject, where content, ideas, issues, curiosity, and perspectives are explored collectively to promote learner understanding. Forum learners are engaged in active, interactive and authentic learning.
<b>Tutorial</b>	A supportive and collaborative learning engagement where a small number of the learner cohort gather to actively ask questions and seek answers that consolidate understanding, develop critical thinking and problem-solving skills, and consider the broader application of their learning.

### 6. RELATED DOCUMENTS

[Timetabling procedures](#)

[SCHEDULE](#): Description of class types and teaching space categories and facilities

### 7. MODIFICATION HISTORY

Date	Sections	Source	Details
24 January 2023	1	ULTC	Changing Lecture to Forum
5 June 2019			

**SCHEDULE: Class Type, Definition and Category**

<b>Class Type</b>	<b>Definition</b>	<b>Room category *</b>	<b>Basic Requirements</b>
<b>Forum (FOR)</b>	<p>An open and active learning engagement that includes the whole learner cohort for a subject.</p> <p><i>Ideally suits a medium/large capacity flat or tiered teaching space</i></p>	Forum	<p>Teacher Desk Lectern Projector/s Whiteboard Forum Recording</p>
<b>Seminar (SEM)</b>	<p>A class that combines elements of a forum with more informal components of group discussion and discovery</p> <p><i>Ideally suits a small/medium flat classroom teaching space</i></p>	Seminar	<p>Teacher Desk Lectern Projector/s Whiteboard</p> <p># May include forum recording # May include flexible furniture</p>
<b>Tutorial (TUT)</b>	<p>A supportive and collaborative learning engagement where a small number of the learner cohort gather to actively ask questions and seek answers.</p> <p><i>Ideally suits a small, flat classroom teaching space</i></p>	Tutorial	<p>Teacher Desk Projector/s Whiteboard</p>
<b>Workshop (WS)</b>	<p>A practical class for group-work and active learning</p> <p><i>Ideally suits a flexible/re-configurable classroom teaching space</i></p>	Flexible	<p>Teacher desk Projector Whiteboard Flexible furniture</p>
<b>Lab (LB)</b>	<p>A computer-based class</p> <p><i>Ideally suits a fixed desktop computer teaching space</i></p>	Computer Lab	<p>Teacher desk Fixed computers Projector Mobile or fixed whiteboard</p>
<b>Specialist (SP)</b>	<p>A specialty class that focuses primarily on activities that require access to special equipment and/or resources</p> <p><i>Suits a specialty space only</i></p>	Specialty	<p>Dependent on class requirements</p>