

11.03.99.K0.01 Credit Hours and Shortened Courses

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Procedure Summary

The University can offer shortened courses, i.e., courses in sessions shorter than a traditional session, provided that established standards for course quality are maintained. In all instances of non-traditional delivery, the quality of the student learning experience must be equal to that of the traditional offering. This procedure outlines approval and implementation processes for distance education and other courses to be delivered in non-traditional time periods.

Procedure

1. CREDIT HOUR

1.1. The term credit hour is defined as an amount of work represented in intended learning outcomes and verified by evidence of student achievement that reasonably approximates less than one contact hour of classroom or direct faculty instruction, and a minimum of two hours of out-of-class student work each week for approximately fifteen weeks for one semester hour of credit or the equivalent amount of work over a different amount of time. Unless approved as an exception, the minimum number of class contact hours for any course shall include 15 hours of instruction for each semester credit hour.

1.1.1. A course contact hour is understood to mean 50 minutes.

1.1.2. A one-semester-credit-hour course will meet at least 15 hours; a three-semester-credit-hour course will meet at least 45 hours, and so forth.

1.1.3. A student should generally earn no more than 1 semester credit hour per week.

1.2. Credit hours awarded for courses using non-didactic instruction formats (such as recitations, student teaching, labs, studios, internships, etc.) will be offered as determined by college and university curriculum committees and will require at least 15 contact hours per semester credit hour.

