WHEREAS, Courses are being re-packaged in new and interesting ways, including international studies classes, during time periods outside of the traditional ten-week quarter, or as summer experiences; and

WHEREAS, No Academic Senate Curriculum Committee review is currently required for these types of course offerings except for when the courses are originally proposed; and

WHEREAS, Coded Memorandum AA-2011-14 from the Chancellor’s Office defines a credit hour as “the amount of work represented in intended learning outcomes and verified by evidence of student achievement that is an institutionally established equivalency that reasonably approximates not less than: one 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 or trimester hour of credit, or ten to twelve weeks for one quarter hour of credit, or the equivalent amount of work over a different amount of time”; and

WHEREAS, A one-unit course during a quarter translates to approximately 30 total hours of student work; and

WHEREAS, It may prove difficult to attain the approved Course Learning Objectives if students are expected to work more than 10 hours in any given day; therefore be it

RESOLVED: That any existing course or group of courses that in its new condensed format averages less than three days per unit must be approved by the appropriate College Curriculum Committee(s) and the Academic Senate Curriculum Committee at least 60 days before they are offered.

Proposed by: Academic Senate Curriculum Committee
Date: May 3, 2017
MEMORANDUM

TO: Presidents

FROM: Ephraim P. Smith
Executive Vice Chancellor and Chief Academic Officer

SUBJECT: CSU Definition of Credit Hour

Historically, the California State University has used the equivalent of the Carnegie Unit for measuring and awarding academic credit that represents student work and achievement. In the CSU, the credit hour measure we have used has also been consistent with requirements of our accreditor, the Western Association of Schools and Colleges (WASC).

As of July 1, 2011 federal law (600.2 and 600.4) now requires all accredited institutions to comply with the federal definition of the credit hour, which appears below. The federal definition is consistent with CSU practice, but is defined systemwide for the first time. Effective immediately, for all CSU degree programs and courses bearing academic credit, the “credit hour” is defined as “the amount of work represented in intended learning outcomes and verified by evidence of student achievement that is an institutionally established equivalency that reasonably approximates not less than:

1. one 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 or trimester hour of credit, or ten to twelve weeks for one quarter hour of credit, or the equivalent amount of work over a different amount of time; or

2. at least an equivalent amount of work as required in paragraph (1) of this definition for other academic activities as established by the institution, including laboratory work,
internships, practica, studio work, and other academic work leading to the award of credit hours.”

As in the past, a credit hour is assumed to be a 50-minute (not 60-minute) period. In courses, such as those offered online, in which “seat time” does not apply, a credit hour may be measured by an equivalent amount of work, as demonstrated by student achievement. WASC shall require its accredited institutions to comply with this definition of the credit hour; and it shall review periodically the application of this credit-hour policy across the institution, to ensure that credit hour assignments are accurate, reliable, appropriate to degree level, and that they conform to commonly accepted practices in higher education.

ES/clm

cc: Charles B. Reed, Chancellor
    CSU Executive Staff
    CSU Provosts/Vice Presidents of Academic Affairs
    CSU Vice Presidents of Finance
    CSU Vice Presidents of Student Affairs
    CSU Associate Provosts/Associate Vice Presidents, Academic Affairs
    CSU Deans of Graduate Study
    CSU Deans of Undergraduate Study
    CSU Directors of Financial Aid
    Mr. Eric Forbes, Assistant Vice Chancellor, Student Academic Support
    Dr. Philip Garcia, Senior Director, Analytic Studies
    Dr. Marsha Hirano-Nakanishi, Assistant Vice Chancellor, Academic Research and Resources
    Mr. Dean Kulju, Director Financial Aid Services and Programs
    Dr. Christine Mallon, State University Dean, Academic Programs and Policy
    Dr. Margaret Merryfield, Senior Director, Academic Human Resources
    Dr. James Postma, Chair, Academic Senate, CSU
    Mr. Jim Spalding, Director, Summer Arts Program
    Ms. Sheila Thomas, State University Dean, Extended Education
    Mr. Leo Van Cleve, Director, International Programs
    Dr. Ron Vogel, Associate Vice Chancellor, Academic Affairs
    Dr. Beverly Young, Assistant Vice Chancellor, Teacher Education and Public School Programs
MEMORANDUM
Cal Poly | Office of the President

To: Dustin Stegner
   Chair, Academic Senate

From: Jeffrey D. Armstrong
      President

Date: July 17, 2017

Copies: K. Enz Finken
         M. Pedersen
         B. Tietje
         C. Moore
         C. Sunata
         G. Bohr

Subject: Response to Academic Senate Resolution AS-838-17
          Resolution on Review of Courses with Condensed Time Schedules

This memo acknowledges receipt of the above-entitled Academic Senate resolution. I understand from the resolve clause that resolution AS-838-17, as approved by the Academic Senate, only applies to existing courses that have not yet been offered in a condensed format, averaging less than three days per unit. I expect that the Academic Senate, Academic Programs and Planning, and the Office of the Registrar will work together to resolve any processual issues related to the proposed curricular review.