



What Constitutes a Credit Hour?

Western Association of Schools and Colleges (WASC) Policy on Credit Hour

Policy on Credit Hour

Under federal regulations effective July 1, 2011, both institutions and accrediting agencies are required to come into compliance with regulations regarding the definition and assignment of credit hours under Section 600.2 and 600.24.

Under federal regulations, all candidate and accredited institutions are responsible to comply with the definition of the credit hour as provided in section 600.2, which defines the credit hour as:

Except as provided in 34 CFR 668.8(k) and (l), a credit hour is an 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 required by Section 600.24, the Commission will evaluate as part of all comprehensive reviews the extent to which institutions meet the federal definition by reviewing:

- (1) The adoption of a policy on credit hour for all courses and programs at the institution;

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- (2) The processes the institution employs to review periodically the application of its policy on credit hour across the institution to assure that credit hour assignments are accurate and reliable;
- (3) Any variations in the assignment of credit hours to assure that they conform to commonly accepted practices in higher education.

In implementing this policy, Commission evaluation teams will review institutional documentation including the institution's policy on credit hour and expectations at each degree level, evidence of the implementation of institutional review processes to assure the reliability and accuracy of credit hour assignments in all courses and programs, and through sampling, a variety of course credit assignments based on degree level, academic discipline, delivery modes, and types of academic activities.



Evaluation team findings will be included in reports to the Commission and where deficiencies are found, they shall be so noted, and the Commission will act to assure that these deficiencies are addressed through follow up reporting and additional monitoring. If the Commission finds significant noncompliance with this policy regarding one or more programs at the institution, the Commission will promptly notify the Secretary of Education in addition to any follow up mandated by the Commission.

In addition, credit hour assignments shall be included as part of the reviews conducted by the substantive change committee as part of its review process. Additional protocols for implementation of this policy may be developed to assist institutions and teams in conducting reviews under this policy.

Approved by the Commission – Sept. 2, 2011

California State University (CSU) Definition of Credit Hour

October 4, 2011

Code: AA-2011-14

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.”

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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
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Dr. James Postma, Chair, Academic Senate, CSU
Mr. Jim Spading, 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



California State University General Education Breadth (CSUGE-B) Submission

The following courses have been submitted to the California State University for 2012-2013 CSUGE-B consideration:

<u>Course</u>	<u>Course Title</u>	<u>Requested CSUGE-B Action</u>
CHIC 130	Mexican Literature in Translation	C2 (Add)
COMS 111	Oral Interpretation	C1 (Add) C2 (Add)
GISG 104	Geographic Information Science and Spatial Reasoning	B4(Add)



Intersegmental General Education Transfer Curriculum (IGETC) Submission

The following courses have been submitted to the California State University for 2012-2013 IGETC consideration:

<u>Course</u>	<u>Course Title</u>	<u>Requested IGETC Action</u>
CHIC 130	Mexican Literature in Translation	3B (Add)
CHIN 202	Fourth Course in Mandarin Chinese	6A (Add)
COMS 135	Interpersonal Communication	1C (Add) 4G (Add)
COMS 170	Small Group Communication	1C(Add)

2011-2012 University of California Transfer Course Agreement (UCTCA) History Subject Area Review Results

Retained as UC Transferable:

HIST 101	World History II
HIST 105	Introduction to Western Civilization I
HIST 109	History of the United States I
HIST 110	History of the United States II
HIST 120	Introduction to Asian Civilizations
HIST 121	Asian Civilizations in Modern Times

Pending Fall 2012 review after course outlines updates and resubmission:

BLAS 145A	Introduction to African History
HIST 100	World History I
HIST 106	Introduction to Western Civilization II
HIST 115A	History of the Americas I
HIST 115B	History of the Americas II
HIST 131	Latin America Before Independence
HIST 132	Latin America Since Independence



**Mesa Curriculum Review Committee
(CRC) Meeting Schedule 2011-2012
Thursdays—2:00 p.m.**



SPRING 2012

- February 2, 2012
- March 1, 2012
- March 15, 2012
- March 29, 2012 *Optional*
- April 5, 2012 *Spring Break*
- April 19, 2012
- May 3, 2012

Publication Deadlines for CRC Review

CRC MEETING	PUBLICATION
February 2, 2012	Summer Schedule 2012
March 1, 2012	Fall Schedule 2012
May 3, 2012	Spring Schedule 2013
February 2012	Mesa Catalog – 2012/2013

*Please note that all items submitted prior to and by these deadlines remain dependent upon subsequent CIC/Board of Trustee’s and/or State approval. Until the appropriate subsequent approvals are given items cannot be included in the above publications. For updates and changes to deadlines please contact the Curriculum Chair M. (Toni) Parsons 619-388–2394.

SDCCD Curriculum and Instructional Council (CIC) Meeting Schedule 2011-2012 Thursdays—2:00 p.m.

CIC Meeting Dates

Proposals due to the District

January 26, 2012 <i>Virtual</i>	December 16, 2011
February 9, 2012	January 20, 2012
February 23, 2012	February 3, 2012
March 8, 2012	February 16, 2012
March 22, 2012	March 2, 2012
April 12, 2012	March 23, 2012
April 26, 2012	April 5, 2012
May 10, 2012	April 20, 2012



Important Dates

2012

April

CSUGE-B/IGETC Submission Response for 2012—2013

SDSU Articulation Renewal Deadline for 2012—2013

Articulation NewsBrief

*A communication link for the Mesa College
community interested in Articulation*

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