

### **SJVC's New Definition of a Credit Hour for the **Catalog****

A credit hour is the amount of work represented in intended student learning outcomes and the coursework completed, inside or outside of the classroom. One credit hour is equivalent to a minimum of:

- (1) 15 hours of lecture/direct faculty instruction and 30 hours of outside of class student learning;\* or
- (2) 30 hours of lab/application; or
- (3) 45 hours of clinical experience/ externship in a course.

### **SJVC's New Definition of a Credit Hour for the **Faculty Handbook****

A credit hour is the amount of work represented in intended student learning outcomes and the coursework completed, inside or outside of the classroom. One credit hour is equivalent to a minimum of:

- (1) 15 hours of lecture/direct faculty instruction and 30 hours of outside of class student learning;\* or
- (2) 30 hours of lab/application; or
- (3) 45 hours of clinical experience/ externship in a course.

\*Examples include:

- Tutoring/Academic Advising
- Studying/Study Groups
- Reading
- Research and Writing
- Career-readiness Skills Preparation
- Fieldtrips
- Mylab Study Plans
- Assignment/Projects
- Homework
- Community Service Learning Projects (such as Health Fairs)
- Diversity and Health/Wellness Awareness Campaigns

Instructors are required to follow the course outline and assign an amount of outside classroom learning activities that is consistent with the time it would take the average student to complete the coursework.

In laboratory/activity or externship/clinical courses, it has not traditionally been expected that the student will study outside the classroom or extern site. Therefore, the number of

units granted is generally based entirely on the number of hours of laboratory/activity or externship/clinical work that the student performs under the immediate supervision of an instructor or qualified extern personnel.

**I. Communication of the New Definition of a Credit Hour**

**SJVC's New Definition of a Credit Hour** will be printed in the catalog and Faculty Handbook. Moreover, this will be communicated to current faculty and staff by campus management and to new faculty at NFO.

1/4/2012: Senior Managers approved new definition which is documented in their minutes (to be provided by Crystal).