

Now REQUIRED by new title 5 regulations - §55002.5(f) (see below for text)

District policy shall specify:

1. the credit hour calculation method for all academic activities (lecture, activity, lab, clinical, discussion, studio, work experience, etc.), including expected ratios of in-class to outside-of class hours for each type of academic activity and calculation methods for short or extended term courses.

Sample language to add:

Santa Barbara CCD October 2017

The Superintendent/President will establish procedures which prescribe the definition of "credit hour" consistent with applicable Title 5 and federal regulations, as they apply to community college districts.

OR

San Bernardino CCD

The president/superintendent will establish procedures which prescribe the definition of "credit hour" consistent with applicable Title 5 and federal regulations, as they apply to community college districts.

One credit hour of community college work (one unit of credit) shall require a minimum of 48 semester hours of lecture, study, or laboratory at colleges operating on the semester system which may include inside and/or outside-of-class hours.

A course requiring 96 hours or more of total student work at colleges operating on the semester system shall provide at least 2 units of credit.

For programs designated by the governing board as clock hour programs, units of credit shall be awarded in a manner consistent with the provisions of 34 CFR, part 600.2

Ratios for in-class to outside-of-class hours will be

1:2 for lecture classes

2:1 for activity classes

3:0 for laboratory classes.

The hours-per-unit divisor will be the range 48-54 hours with a term length range of 16-18 weeks. Courses meeting for fewer weeks or more weeks will still meet the minimum total hours for credit.

2. standards for incremental award of credit

Sample language to add:

San Bernardino CCD

Credit for all courses may be awarded in increments of 0.25 units in accordance with the provisions of A above.

3. provisions for monitoring compliance with state and federal regulations related to credit hour calculations

Sample language to add:

San Bernardino CCD

Each year, all curriculum will be certified by the Curriculum Chair, the Academic Senate President, The Chief Instructional Officer, and the Chief Executive Officer.

Text of Title 5 55002.5 (f)

(f) The governing board of each community college district shall establish policy, consistent with the provisions of -9(i)-5((,)4(c)3(o(ct)-4(s)3o3(p)5(ro)-5(vi)6(s