Non-Consent Agenda Item:  
Approval to define lecture, lab, discussion, and studio course components

Effective Term:  Spring 2019

Proposed Course Definitions (new page in the General Catalog):  
The following definitions apply to in-person, hybrid, and fully-online classes. For suggestions on calculating contact hours for hybrid and fully-online classes, see examples compiled by the Office of Digital Learning.

<table>
<thead>
<tr>
<th>COMPONENT TYPE</th>
<th>PROPOSED DEFINITION</th>
<th>REQUIRED CONTACT AND HOMEWORK HOURS (per ABOR Policy 2.224)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lecture</td>
<td>Standard course type. Lecture courses are led by the instructor and may include a variety of pedagogy types.</td>
<td>At least 15 contact hours of recitation, lecture, discussion, testing or evaluation, seminar, or colloquium, as well as a minimum of 30 hours of student homework is required for each unit of credit.</td>
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<tr>
<td>Lab</td>
<td>A course set aside for supervised laboratory or field experimentation, observation, or practice in a field of study or a course incorporating practical experience.</td>
<td>Laboratory courses require a minimum of 45 contact hours per unit of credit. Field trips will be counted hour-for-hour as laboratory meetings.</td>
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<tr>
<td>Discussion</td>
<td>Interactional meeting typically serving as a secondary component that can include activities such as demonstrations, hands-on engagements, case studies, field experiences.</td>
<td>At least 15 contact hours of recitation, lecture, discussion, testing or evaluation, seminar, or colloquium, as well as a minimum of 30 hours of student homework is required for each unit of credit.</td>
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</tbody>
</table>
| Studio         | A course set aside for supervised creative and/or artistic endeavors incorporating practical experiences and possibly individualized instruction. | Studios must involve as least 30 contact hours and at least 15 hours of homework for each unit of credit.  
*Note: Music instruction and specialized types of music performance offerings must conform to the requirement for accreditation of the National Association of Schools of Music. |

Rationale for Establishing Definitions:  
- The UA defines unit of credit based on ABOR’s definition/policy referring to minimum contact hours per course type. However, there are no definitions of course types based on the typical format, course structure, and instructional activities.
- Departments and colleges have different interpretations of what constitutes a course component or course type. Due to diverse interpretations, some courses do not have the minimal contact hours per unit of credit for that type of course.
• The Higher Learning Commission, the UA’s accrediting body, expects the faculty to follow UA and ABOR policies on contact hours.
• Research on ABOR and AAU peer institutions in December 2017 revealed a variety of definitions. Some institutions have vague definitions, while others have detailed descriptions of course components, such as class setting, instructor role, and classroom size.
• The Course Definition Group, comprised of college/department representatives from across campus, has proposed definitions to clarify common course components. The associated ABOR policy is provided for further clarification of each definition.

Approvals:
- Undergraduate Council: 3/13/18
- Graduate Council: 3/23/18
- Academic Deans: 5/07/18
- Administrative Review: 6/04/18
- FS: