

## Baker College Credit Hour Definition and Course Content Equivalencies

Because learning takes time, defining credit for educational purposes must specify an amount of time to quantify reasonably a course's workload. The responsibility for such determinations rests with faculty, curriculum committees, and institutional administrators as guided by Regional Accrediting agencies and the United States Department of Education's "Program Integrity Issues," 34 CFR § 600.2, October 2010.

Baker College adheres to the Federal definition, which states that an hour of academic credit 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" (34 CFR § 600.2).

Baker College defines an Academic Year as 44 weeks in length separated into two, 16-week semesters, while including a 12-week long Summer semester. The Fall and Spring semesters consist of 15 weeks of direct instruction and 1 week in which to administer a course's final examinations. Two online 8 week sessions are included in each semester.

### Baker College Credit Hour Equivalencies

The institutionally established equivalencies to the Federal definition of the credit hour at Baker College are explained in the bulleted list and represented in a chart below. These standards apply to both undergraduate and graduate courses.

- On ground and Online Live Synchronous Courses: The mathematical formula for calculating one semester credit hour is that a credit hour equals one hour of direct instruction plus two hours of outside-of-class work over 15 weeks totaling 45 hours of student time.
- Online Asynchronous Courses: Because online courses are condensed into eight-weeks in length and offered within one of two, eight-week sessions during a semester, one online credit hour provides two hours of direct instruction and four hours of indirect instruction per week over eight weeks, totaling 48 hours of student time.
- The formula used to calculate a semester hour of credit for a transfer student bringing to Baker credit earned in a quarter-based system, or for a "transitioning" Baker College student, is that a semester credit hour earned equals the quarter credit hours multiplied by 0.66667 to produce the student's equivalent semester hour credit. The 0.66667 conversion rate is the standard Baker College has employed for many years and is generally accepted as a standard conversion rate. For example, when computing equivalencies for a common course like ENG 101 Composition I, the college will use the formula of multiplying 4-credit hours earned in a quarter-system course by 0.66667 equaling 2.6667 credit hours in a semester-system. Baker College will round credit hour calculations to the nearest whole number (e. g. 2.6667 to 3.0 or 1.3334 to 1.0). \*

\*The rationale for rounding is based on an expectation for students to spend two hours outside-of-class working for each hour spent in classroom engagement.

<b>Minimum Equivalencies for One Credit Hour (Semester)</b>				
Direct Instruction Courses: <b>On ground and Online Live</b>	Direct instruction Per Week: 1 hour <sup>†</sup>	Outside-of-class work Per Week: 2 hours	Length: 15 weeks	Total Time: 45 hours
Direct Instruction Courses: <b>Online</b>	Direct instruction Per Week: 2 hours	Outside-of-class work Per Week: 4 hours	Length: 8 weeks	Total Time: 48 hours
Laboratory Courses	Laboratory Work Per Week: 2 Hours	Outside-of-Class work Per Week: 1 Hour	Length: 15 Weeks	Total Time: 45 Hours
Clinical, Internship, and Experiential Courses.	<b>See "Clinical, Internship, and Experiential Course Credit" Chart Below</b>			

<b>Three (3) Credits Per Semester</b>				
Direct Instruction Courses: <b>On ground and Online Live</b>	Direct instruction Per Week: 3 hours*	Outside-of-class work Per Week: 6 hours	Length: 15 weeks	Total Time: 135 hours
Direct Instruction Courses: <b>Online</b>	Direct instruction Per Week: 6 hours	Outside-of-class work Per Week: 12 hours	Length: 8 weeks	Total Time: 144 hours

Course and Program Credit Hour Procedures:

Baker College utilizes a standardized curriculum model, and credit hour allocations are established during the program design phase. The Instructional Design Department uses institutionally established models, Understanding by Design (UbD) and Quality Matters, to develop student learning outcomes, enabling objectives and learning activities that align with credit

hour requirements. Courses and programs have assigned credit hour requirements, which are uniform within the Student Information System and Learning Management System, and audited by the Scheduling Department.

† Direct Instruction time equals 50 minutes.

Clinical, Internship, and Experiential Course Credit†		
Credits Awarded	Experiential Hours	Academic Engagement: Direct Instruction & Student Work Examples
1 credit	40 minimum to 60 maximum hours over the course of the term	<p>Topical paper or assignment equating to 5 pages in length that integrates the intern's experience with selected topics from within an academic discipline, as assigned by the faculty <b>OR</b></p> <p>Inquiry-based engagement facilitated online</p> <p>Direct Instruction: Minimum of 5 hours of instruction and student work.</p>
2 credits	61 minimum to 120 maximum hours over the course of the term	<p>Topical paper or assignments equating to 10 pages in length that integrates the intern's experience with selected topics from within an academic discipline, assigned by the faculty <b>AND</b></p> <p>Portfolio containing samples of students work at the internship site <b>OR</b> Reflective journal <b>OR</b> Inquiry-based engagement facilitated online</p> <p>Direct Instruction: Minimum of 10 hours of instruction and student work.</p>
3 credits	121 minimum 180 maximum hours over the course of the term	<p>Topical paper or assignment equating to 15–20 pages in length that integrates the intern's experience with selected topics from within an academic discipline, as assigned by the faculty <b>AND</b></p> <p>Portfolio containing samples of work at the internship site, includes integrative paper <b>OR</b> Reflective journal <b>OR</b> Inquiry-based engagement facilitated online</p> <p>Direct Instruction: minimum of 15 hours of Instruction and student work.</p>

4 Credits	180 minimum to 240 maximum hours over the course of the term	<p>Topical paper or assignments equating to 15–20 pages in length that integrates the intern's experience with selected topics from within an academic discipline, as assigned by the faculty <b>AND</b></p> <p>Portfolio containing samples of work at the internship site, includes integrative paper <b>OR</b> Reflective journal <b>OR</b> Inquiry-based engagement facilitated online (i.e. discussion board) <b>OR</b> Gathering data for a case study.</p> <p>Direct Instruction: Minimum of 15 hours of instruction and student work.</p>
5 Credits	241 minimum to 300 maximum hours over the course of the term	<p>Topical paper or assignments equating to 15–20 pages in length that integrates the intern's experience with selected topics from within an academic discipline, as assigned by the faculty <b>AND</b></p> <p>Portfolio containing samples of work at the internship site, includes integrative paper <b>OR</b> Reflective journal <b>OR</b> Inquiry-based engagement facilitated online (i.e. discussion board) <b>OR</b> Gathering data for a case study.</p> <p>Direct Instruction: Minimum of 15 hours of instruction and student work.</p>

6 Credits – Max	301 minimum to 640 maximum hours over the course of the term	<p>Topical paper or assignments equating to 15–20 pages in length that integrates the intern's experience with selected topics from within an academic discipline, as assigned by the faculty <b>AND</b></p> <p>Portfolio containing samples of work at the internship site, includes integrative paper <b>OR</b> Reflective journal <b>OR</b> Inquiry-based engagement facilitated online (i.e. discussion board) <b>OR</b> Gathering data for a case study.</p> <p>Direct Instruction: Minimum of 15 hours of instruction and student work.</p>
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‡ Adapted from University of Pittsburgh. The Dietrich School of Arts and Sciences. † Direct Instruction time equals 50 minutes.

#### Works Consulted

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