

**Proposed Addition to University Handbook, Section F115.1**  
**Approved by Academic Affairs and Faculty Affairs**  
**APPROVED BY FACULTY SENATE ON NOVEMBER 14, 2017**

<http://www.k-state.edu/provost/universityhb/fhsecf.html>

Current University Handbook Language

F115 One Credit Hour: the amount of effort required to attain a specific amount of knowledge or skill equivalent to three hours of effort per week for 15 weeks. Any combination of contact time and effort outside of class is allowed. Common practice is for one academic hour of credit to be composed of a lecture or class to meet for one hour (50 minutes) per week, with two hours per week of outside assignment and study effort expected each week for 15 weeks. A laboratory class period equivalent to an academic hour of credit would either meet for one three-hour period each week for 15 weeks with all effort by the student expected to be completed during the laboratory period; or one two-hour laboratory period with one hour of student effort expected outside the class period, each week for 15 weeks. Shortened academic sessions (including condensed semesters, intersession classes, or summer classes) are expected to maintain an equivalent amount of time (contact and outside of class time) as those classes in the 15-week semester. It should be noted that the judgment of the amount of academic effort that comprises one hour of credit for any class is ultimately a faculty decision, from the development of the course syllabus to the approval through Faculty Senate. Additional time outside of class may be required for graduate coursework. For further detail please see the Department Head's manual: </provost/resources/dhmanual/CourseScheduling.html> (addition, FS 2/14/12)

**Proposed One-Half Credit Hour:**

F115.1 One-Half Credit Hour: the amount of effort required to attain a specific amount of knowledge or skill equivalent to 22.5 hours of effort. Any combination of contact time and effort outside of class is allowed. Academic sessions, including full or condensed semesters, intersession classes, summer classes, or other defined periods of time, are expected to maintain an equivalent amount of time (contact and outside of class time). It should be noted that the judgment of the amount of academic effort that comprises one-half hour of credit for any class is ultimately a faculty decision, from the development of the course syllabus to the approval through Faculty Senate. Additional time outside of class may be required for graduate coursework.

Rationale: The addition of the definition for a One-Half Credit Hour aligns with the recent changes taking place both in our state and nationally in which post-secondary educational institutions are offering credit-bearing modules that are less than the traditional one-hour credit course. The one-half credit hour definition proposed incorporates the same pro-rated time commitment as that included in the one-credit hour definition. At the March 2017 Kansas Board of Regents (BOR) meeting, K-State's Contractual Market-Based Education proposal was approved by the BOR. The credit-bearing courses that may be part of the Contractual Market-Based Education offerings could include modules with one-half credit to better assist those in the workforce who are seeking additional credentials.