

CREDIT HOUR

Temple College holds the responsibility for determining and upholding standards related to the awarding of credit hours for student work consistent with national standards.

Temple College determines the credit hours awarded for coursework in its programs.

For the purpose of this policy and in accord with federal regulations, Temple College defines a credit hour as 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

1. One hour of classroom or direct faculty instruction and a minimum of two hours 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 outlined in item 1 above 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.

Temple College employs sound and acceptable practices for determining the amount and level of credit awarded for courses, regardless of format or mode of delivery.

For academic transfer credit courses, Temple College uses the course descriptions and recommended number of semester credit hours (SCH) that can be awarded from the Lower-Division Academic Course Guide Manual (ACGM), a product of the Texas Higher Education Coordinating Board (THECB). The ACGM lists all of the approved courses for academic transfer that can be offered at public community and technical colleges in the state of Texas which are eligible for state funding. Courses selected from the ACGM are judged to meet standards which have been established through recognized disciplinary experts from peer institution. A standing advisory committee composed of representatives from public two-year and four-year institutions offering lower-division academic courses meet at least annually to recommend to the Texas Higher Education Coordinating Board staff appropriate courses to be added to, revised, or deleted from the ACGM, as well as their proper assignment of Texas common course numbers. Courses selected for inclusion in Temple College programs are formally accepted by the college through the Curriculum Committee in accordance with the curriculum approval process outlined in the Instructional Design policy.

In addition, Temple College uses the course descriptions and recommended number of SCH or Continuing Education Units (CEU) that can be awarded from the Workforce Education Course Manual (WECM), another product of the THECB. The WECM lists all of the approved courses for technical credit that can be offered at public community and

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technical colleges in the state of Texas which are eligible for state funding. The WECM courses are created and maintained by teams of instructional specialists with expertise in the subject areas. The specialists are selected from colleges around the state. The allotted ranges of contact hours and/or credit hours represent the instructional specialist teams' professional judgment about the appropriate amount of time needed to cover the minimum course outcomes. Courses selected for inclusion in Temple College technical programs are formally accepted by the college through the Curriculum Committee in accordance with the curriculum approval process outlined in the Instructional Design policy.

Rationale for policy

4.9 The institution has policies and procedures for determining the credit hours awarded for courses and programs that conform to commonly accepted practices in higher education and to Commission policy. (See Commission policy "Credit Hours."). (Definition of credit hours)

3.4.6 The institution employs sound and acceptable practices for determining the amount and level of credit awarded for courses, regardless of format or mode of delivery. (Practices for awarding credit)

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