

## Compressed Academic Programs Policies and Guidelines

Innovative academic programs may be offered outside the normal 10-week quarter or 15-week semester schedule to provide an intensive learning experience for students. To ensure students receive a quality educational experience, these programs must adhere to 1. The CSU definition of the Credit Hour and 2. Cal Poly Academic Senate Resolutions AS-838-17 and AS-960-23.

1. CSU Definition of the Credit Hour: CSU Coded Memo AA-2011-14 – CSU Definition of Credit Hour – states that the “credit hour” is defined as “the amount of work represented in intended learning outcomes and verified by evidence of student achievement that is an institutionally established equivalency that reasonably approximate not less than:

- a. 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
- b. 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.”

2. Cal Poly Academic Senate Resolution AS-838-17 - Review of Courses with Condensed Time Schedules: This resolution states that “A one-unit course during a quarter translates to approximately 30 total hours of student work” and “It may prove difficult to attain the approved Course Learning Objectives if students are expected to work more than 10 hours in any given day”. The resolution concludes that any condensed format course or group of courses which averages less than three days (including weekends) per unit must be approved by the appropriate College Curriculum Committee(s) and the Academic Senate Curriculum Committee at least 60 days before they are offered in a compressed time scale. Therefore, the following guidelines for compressed courses or programs are provided:

### Minimum Number of Academic Program Days per Credit Unit for Quarters

| # of Units | Min # of Days* | Minimum # of Weeks |
|------------|----------------|--------------------|
| 1          | 3              | 0.43               |
| 2          | 6              | 0.86               |
| 3          | 9              | 1 week and 2 days  |
| 4          | 12             | 1 week and 5 days  |
| 5          | 15             | 2 weeks and 1 day  |
| 6          | 18             | 2 weeks and 4 days |
| 7          | 21             | 3 weeks            |
| 8          | 24             | 3 weeks and 3 days |
| 9          | 27             | 3 weeks and 6 days |
| 10         | 30             | 4 weeks and 2 days |
| 11         | 33             | 4 weeks and 5 days |
| 12         | 36             | 5 weeks and 1 day  |
| 13         | 39             | 5 weeks and 4 days |
| 14         | 42             | 6 weeks            |
| 15         | 45             | 6 weeks and 3 days |
| 16         | 48             | 6 weeks and 6 days |

AS-960-23 resolves that any semester-system course or group of courses which averages less than four days (including weekends) per unit must be approved by the appropriate College Curriculum Committee(s) and the Academic Senate Curriculum Committee at least 60 days before they are offered in a compressed time scale.

Minimum Number of Academic Program Days per Credit Unit for Semesters

| # of Units | Min # of Days* | Minimum # of Weeks |
|------------|----------------|--------------------|
| 1          | 4              | 0.57               |
| 2          | 8              | 1 week and 1 day   |
| 3          | 12             | 1 week and 5 days  |
| 4          | 16             | 2 weeks and 2 days |
| 5          | 20             | 2 weeks and 6 days |
| 6          | 24             | 3 weeks and 3 days |
| 7          | 28             | 4 weeks            |
| 8          | 32             | 4 weeks and 4 days |
| 9          | 36             | 5 weeks and 1 day  |
| 10         | 40             | 5 weeks and 5 days |
| 11         | 44             | 6 weeks and 2 days |
| 12         | 48             | 6 weeks and 6 days |
| 13         | 52             | 7 weeks and 3 days |
| 14         | 56             | 8 weeks            |
| 15         | 60             | 8 weeks and 4 days |
| 16         | 64             | 9 weeks and 1 day  |

\* Program days are counted as calendar days from first day of class(es) through last academic day/final exam and include days where no class is offered.