



The Florida State University
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GRADUATE STUDIES

ADDENDUM 1

MEMORANDUM

To: Karen Bickley, Jodee Dorsey, Pat Maroney, Elizabeth Platt, Steve Edwards, Karen Laughlin, Jayne Standley, and Kathryn Anderson

From: Cliff Madsen *CM*

Date: November 20, 1995

Re: Ad hoc Committee on "Short Courses"

Issues regarding non traditional courses have become increasingly problematic especially regarding distance learning. Therefore, an ad hoc committee was appointed by the Steering Committee of the Faculty Senate to study possible revision(s) of short course specifications.

The ad hoc committee unanimously approved the following as a substitute for current catalog copy (attached) regarding credit for short courses. The UPC, GPC, and Curriculum Committees need to consider these changes and report back to the Short Course Committee as soon as possible in order that any changes can be taken to the Senate for action.

Credit for Non Traditional Courses, including Short Courses

Non traditional courses have many different purposes including recertification of persons for various subject matters and professional specialties. Credit for short courses shall have the same number of contact hours as do regularly scheduled courses; i.e., a one-hour course must have 15 total contact hours; a two-hour course must have 30 total contact hours; a three-hour course must have 45 total contact hours. Alternatively, other non traditional courses/settings must have an appropriate substitute(s) for the above contact hours, e.g., distance learning might include student/teacher interaction, student interaction with professor designed materials, or other appropriate interactions. In no case can credit be given with less student participation than the above hours stipulate. Any alternative course(s) must document equivalency with traditional course(s) when such traditional course(s) exist.