

TO: Faculty Senate

FROM: Academic Policies Committee
Members: Linda Cresap (chair), Joe Collette, Laurie Geller, Erin Holt, Teasha Jackson, Joseph Jastrzembski, Jacek Mrozik, Rebecca Ringham, and Jessica Smestad.

DATE: December 2, 2019

SUBJECT: Recommended Policy for Synchronous Lecture Class Meeting Length

The Academic Policies Committee recommends Faculty Senate adopt the following policy on Synchronous Lecture Class Meeting Length:

Synchronous lecture classes scheduled beyond 75 minutes will be listed in Campus Connection for the total required meeting time including breaks. For example, a three-credit undergraduate synchronous lecture class meeting once per week for 16 weeks will be listed in Campus Connection for 170 minutes, rather than 150 minutes, per meeting. Similarly, a three-credit undergraduate synchronous lecture class meeting *twice* per week for 8 weeks will be listed in Campus Connection for 170 minutes, two days per week. Classes scheduled to meet more than 170 minutes at one time will require further review and approval by the Vice President of Academic Affairs prior to being added to the semester schedule.