

ACTION ITEMS Guidance on Course Scheduling: ACC discussed a revised document on ACC guidance regarding the credit hour policy and course scheduling. ACC Chair Seán Murphy reported that he presented this document to department chairs, and that they found it to be useful for scheduling purposes and for clarifying ACC's Policy on Credit Hours. A motion forwarded by the ACC Executive Council to approve the guidance from the ACC on departmental autonomy in scheduling courses passed by unanimous vote. The language of the guidance is as follows: (See ACC meeting minutes of February 6, 2018 for previous discussion on this topic. ACC Meeting 30 May 2018)

*Guidance from the ACC on departmental autonomy in scheduling courses*

As a matter of general policy, the ACC does not tell Departments how to schedule their courses. Paragraph 4 of the ACC Policy on Credit Hours is intended to allow Departments autonomy to schedule courses subject to the "standard calculation" of a credit hour as they see fit, but a good-faith effort should be made to ensure that an hour of direct instruction equals "approximately 50 minutes." The ACC remains open to the possibility of occasional scheduling audits to determine whether Departments are making a good-faith effort to uphold paragraph 4 of the ACC Policy on Credit Hours. In current practice, we know that the "hour" of direct instruction ranges from 44 to 60 minutes. If a Department's courses consistently fall within that range, the ACC considers the Department to be fulfilling the letter and intention of its "approximately 50 minutes" formula. The ACC acknowledges that a Department could have good reasons— including those referred to in its Rationale for a revised Policy on Credit Hours—for having some of its courses at the lower end of the range, but if all or most of a Department's courses fall consistently at the low end, the ACC may be inclined to conclude that the Department is not making a good-faith effort to meet the requirements of paragraph 4.