



Ohio Administrative Code

Rule 3357:15-13-39 Length of programs, semesters and credit hours.

Effective: May 29, 2020

(A) Stark state college follows the Ohio department of higher education guidelines for the length of programs, semesters, and credit hours. The length of associate degree programs falls between a minimum of sixty credit hours and a maximum of sixty-five credit hours unless it can be shown that additional coursework is required to meet professional accreditation or licensing requirements. Programs requiring hours beyond the sixty-five credit hours maximum in order to meet accreditation or licensing requirements are expected to align similarly to like programs at other two-year public institutions, must have the permission of the provost and chief academic officer, and shall not exceed seventy-three semester credit hours. The length of a semester shall consist of no fewer than fifteen calendar weeks and no more than seventeen calendar weeks of instructional time. Term lengths at Stark state college in the fall semester and spring semester range from one week to sixteen weeks of instruction. Term lengths in the summer session range from one week to ten weeks of instruction.

(B) The number of credits which should be awarded for the completion of courses in associate degree programs is determined by the instructional arrangements as follows:

(1) Classroom: Classroom instruction is formalized instruction, conducted on-or off-campus, in which the instructor presents an educational experience to students, applying any combination of instructional methods.

(a) This definition is applicable only when the course organization requires that the instructor bear the primary responsibility for the instructional activity and is directly involved with all students in the class. Students will be expected to work on out-of-class assignments on a regular basis which, over the length of the course, would normally average two hours of out-of-class study for each hour of formal class activity. This out-of-class study shall not be counted as part of the classroom hour for credit.

(b) One hour of credit shall be awarded for each seven hundred fifty minutes of classroom instruction



for a semester calendar

(2) Laboratory: Laboratory instruction is educational activity with students conducting experiments, perfecting skills, or practicing procedures under the direction of a faculty member.

(a) One hour of credit shall be awarded for a total of two thousand two hundred fifty minutes laboratory instructional time for a semester calendar.

(b) If laboratory instruction is supplemented by out-of-class assignments which would normally average one hour of out-of-class study preparing for or following-up the laboratory experience, then one hour of credit shall be awarded for a total of one thousand five hundred minutes laboratory instructional time for a semester calendar.

(3) Clinical laboratory: Clinical laboratory instruction applies only to health technology programs, during which students are assigned to laboratory sections which meet at a health-related agency rather than in on-campus laboratory facilities. Clinical laboratory sessions provide a realistic environment for student learning. These laboratory hours should be directly supervised by regular faculty members, full-time or part-time, of the college.

Credit hours for the clinical laboratory experience will be awarded on the same basis as laboratory instruction.

(4) Directed practice: This definition applies primarily to programs in the health technologies, during which the student is assigned to practice experiences under constant supervision at an external agency. The student should receive individual instruction and critique in the performance of a particular function. Adjunct faculty, who may or may not be paid by the college, may be used for the direct supervision of students and for the delivery of part of the didactic phase of the experience.

(a) The faculty member coordinating the directed practice conducts at least one lecture session each week for participating students, provides the final grade for each student, and visits students at least once a week.

(b) One hour of credit shall be awarded for a total of four thousand five hundred minutes of directed



practice instructional time for a semester calendar.

(5) Practicum: Practicum instruction is on or off-campus work experience, integrated with academic instruction. Students concurrently apply theoretical concepts to practical situations within an occupational field. To assure proper coordination of the experience, the practicum is coordinated by a faculty member who visits the student at least once biweekly, provides the final grade, and teaches at least one course on the campus.

(a) Each student who is enrolled in a practicum shall also be enrolled in an on-campus seminar.

(b) A maximum of nine semester credit hours or thirteen quarter credit hours may be earned in practicum, or any combination of practicum cooperative work experience, over the associate degree program. One hour of credit shall be awarded for a total of six thousand three hundred minutes practicum instructional time for a semester calendar.

(6) Cooperative work experience: A cooperative work experience is on or off-campus paid employment. It augments formal classroom instruction. The experience is coordinated by a faculty member of the college who visits the job site for a conference with the student and supervisor at least once during the semester, and assigns the course grade to the student after appropriate consultation with the supervisor/employer.

(a) Each student who is enrolled in cooperative work experience shall also enroll in an on-campus seminar.

(b) One hour of credit shall be awarded for a total of nine thousand minutes cooperative work experience instructional time for a semester calendar. A maximum of nine credit hours for a semester calendar may be earned in cooperative work experience, or any combination of cooperative work experience and practicum, over the associate degree program.

(7) Field experience: Field experience is planned, paid work activity that relates to an individual student's occupational objectives. With permission of a faculty advisor, the field experience replaces elective or required courses in a student's associate degree program. The experience is coordinated by a faculty member of the college who assists the student in planning the experience, visits the site



of the experience for a conference with the student and his/her supervisor at least once during the semester, and assigns the course grade to the student after appropriate consultation with the employer/supervisor.

A maximum of nine credit hours for a semester calendar may be earned in field experience, or in any combination of field experience, cooperative education experience, and practicum over the associate degree program. One hour of credit shall be awarded for a total of ten thousand eight hundred minutes field experience instructional time for a semester calendar.

(8) Observation: Observation occurs when students participate in an educational experience as observers of practitioners representative of the occupational area. Students may participate at times in the actual work activity. Observation hours are coordinated by faculty members who receive reports from the students of their observational experiences and provide assessments of students' progress toward the achievement of the objectives of the experience.

One hour of credit shall be awarded for a total of thirteen thousand five hundred minutes observation instructional time for a semester calendar.

(9) Seminar: A seminar is a less formal educational experience than a classroom/lecture/discussion class. A relatively small number of students engage in discussions directed by a faculty member.

Credit is awarded for seminar hours on the same basis as that for the classroom hour discussed in this rule.

(10) Miscellaneous applications courses: Miscellaneous application courses are those for which extended periods of concentrated practice are required of the student subsequent to sessions of individualized instruction. Courses in applied music and journalism or courses of an independent study nature are examples.

One hour of credit shall be awarded for a total of six thousand three hundred minutes of instructional time for miscellaneous applications courses for a semester calendar.

(11) Studio course: Studio courses require little or no out-of-class study.



(a) One hour of credit shall be awarded for a total of two thousand two hundred fifty minutes of instructional time for a studio course for a semester calendar. If supplemented by out-of-class assignments which would normally average one hour of out-of-class study preparing for or following-up the studio experience, one hour of credit shall be awarded for a total of one thousand five hundred minutes instructional time for a semester calendar.

(b) Instructors who teach such courses have primary responsibility for assigning the work activity or skills objectives to the student and personally provide whatever instruction is required. In addition, the instructor periodically assesses the student's progress and assigns the final grade.