

Bradley University On Campus and Online Course Contact Time and Student Engagement Requirements

Credit Hours

One (1) credit hour is the unit assigned to an on campus or online course that meets 50 minutes per week during a 15 week term. A standard three credit hour course requires a minimum of 2,250 contact minutes during a 15 week term. Standard pre-approved time slots provided by the Registrar for 15-week courses in the fall and spring address the required contact minutes.

Fall and Spring Credit Hour and Contact Minute Table

Credit Hours	Minutes Per Week	Number of Weeks	Contact Minutes	MWF Classes # minutes per class / # of class meetings	T Th Classes # minutes per class / # of class meetings
1	50	15	750	50 / 1	50 / 1
2	100	15	1500	50 / 2	50 / 2
3	150	15	2,250	50 / 3	75 / 2
4	200	15	3,000	70 / 3	100 / 2

Deviations

Any deviations from the standard time slots during the fall and spring terms must still adhere to the minimum contact minute requirements.

Shortened, Online, and Hybrid Courses

Courses offered in a shortened term (e.g. 3, 5, or 7.5 weeks) should require at least 750 minutes of substantive student engagement per credit hour. If a course is shortened, or taught online (synchronous and/or asynchronous), or hybrid (classroom and online) instructors must provide and demand from students an equivalent amount of work to ensure that the students' learning outcomes are identical to those of a 15 week course. Instructors must also be prepared to provide evidence of this substantive student engagement if requested.

Shortened Term Student Engagement Table

Credit Hours	3 Week Term	5 Week Term	7.5 Week Term
1	250 minutes per week	150 minutes per week	100 minutes per week
2	500 minutes per week	300 minutes per week	200 minutes per week
3	750 minutes per week	450 minutes per week	300 minutes per week
4	1000 minutes per week	600 minutes per week	400 minutes per week

Examples of substantive student engagement with instructor feedback:

- Lectures
- Classroom conversation
- Case studies
- Discussion boards
- Examinations/quizzes
- Synchronous meetings/discussions
- Student blogs
- Videos
- Student journals
- Group projects
- Student presentations
- Digital clinical experiences

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- Simulations
- Online proctoring

Student Expectation Outside of Class

In addition to course “contact minutes” and “substantive student engagement”, students are typically expected to read/study for approximately an additional two hours per week per credit hour.