

## Policy Revision

|   |   |  |   |
|---|---|--|---|
| <b>Policy Title</b>                                       | Course Types & Components   |  |   |
| <b>Policy URL</b>   | <a href="https://catalog.arizona.edu/policy/courses-credit/courses/course-types-components">https://catalog.arizona.edu/policy/courses-credit/courses/course-types-components</a>   |  |   |
| <b>Suggested updates</b>                                  | <ul style="list-style-type: none"> <li>- Integrated information from previously separate handout (<a href="https://coursedog-static-public.s3.us-east-2.amazonaws.com/arizona_peoplesoft/Component%20Handout.pdf">https://coursedog-static-public.s3.us-east-2.amazonaws.com/arizona_peoplesoft/Component%20Handout.pdf</a>)</li> <li>-Added Clinical course type</li> <li>-Removed required contact hours</li> <li>-Updated course type definitions to be more applicable across programs</li> </ul>   |  |   |
| <b>Rationale for updates</b>                              | <ul style="list-style-type: none"> <li>-The current policy does not include all course types. Moving in the remaining course types from the handout places all information in one place and eliminates the need for a separate handout.</li> <li>-Veterinary Medicine, Medicine, Nursing, and Pharmacy careers all have use cases for a Clinical course type.</li> <li>-As contact hours are already addressed in the Credit Definitions policy, it is duplicative to include this information in the Course Types and Components policy as well.</li> <li>-Broadening language that addresses class size and content will enable more departments to utilize existing course types.</li> </ul> |  |   |
| <b>Contact Person for Questions</b>                       | Abbie Sorg  |  |   |
| <b>Responsible Unit</b>                                   | The Office of the Registrar   | <b>URL</b>   | <a href="https://registrar.arizona.edu/">https://registrar.arizona.edu/</a> |
| <b>Career Applicability</b>                               | <input checked="" type="checkbox"/> Undergraduate <input checked="" type="checkbox"/> Graduate <input checked="" type="checkbox"/> Law <input checked="" type="checkbox"/> Medicine <input checked="" type="checkbox"/> Pharmacy <input checked="" type="checkbox"/> Veterinary Medicine  |  |   |
|   | University-Wide GE Committee  | Scheduled: XX  | Status: XX  |
| <b>Approvals Granted</b><br><i>(for council use only)</i> | UGC Policies Subcommittee   | Scheduled: 11/14/2023, 12/12/2023, 2/27/2024, 3/26/2024, 4/23/2024 | Status: Approved 4/23/2024  |
|   | Undergraduate Council   | Scheduled: 1/13/2026   | Status:   |
|   | Graduate Council  | Scheduled:   | Status:   |
|   | Undergraduate CAAC  | Scheduled:   | Status:   |
|   | Graduate CAAC   | Scheduled:   | Status:   |
|   | Faculty Senate Executive Committee  | Scheduled:   | Status:   |
|   | Faculty Senate  | Scheduled:   | Status:   |
|   | Provost   | Scheduled:   | Status:   |

### Policy Revision Side by Side

Additions in Green – Deletions in Yellow

# Course Types & Components

The following definitions apply to **in-person, hybrid, and fully online classes**. The associated Arizona Board of Regents (ABOR) policy is provided for further clarification of each definition. For suggestions on calculating contact hours for hybrid and fully online classes, see [examples compiled by the Office of Digital Learning](#).

Definitions for **House Numbered Courses** (e.g., Seminar, Colloquium, and Workshop) are provided [here](#) and on a [handout](#) defining both standard and house-numbered course types and components.

| COURSE TYPE OR COMPONENT | DEFINITION   | REQUIRED CONTACT AND HOMEWORK HOURS (PER ABOR POLICY 2-224)  |
|--------------------------|--|--|
| Lecture                  | Standard course type. <b>Lecture courses are led by the instructor and may include a variety of pedagogy types.</b>  | At least 15 contact hours of recitation, lecture, discussion, testing or evaluation, seminar, or colloquium, as well as a minimum of 30 hours of student homework is required for each unit of credit. |
| Lab                      | <b>A course set aside for supervised laboratory or field experimentation, observation, or practice in a field of study or a course incorporating practical experience.</b> | Laboratory courses require a minimum of 45 contact hours per unit of credit. Field trips will be counted hour-for-hour as laboratory meetings.   |

# Course Types

The following definitions apply to all courses.

To view contact hour requirements for the following course types, see [Credit Definitions](#).

Course modalities/delivery methods are defined by the Office of the Registrar, and are indicated for each class in the Schedule of Classes.

| COURSE TYPE        | DEFINITION  |
|--------------------|---|
| Clinical*          | Supervised development of professional skills through practical interaction with patients or clients.*  |
| Colloquium         | The exchange of scholarly and/or secondary research, often including guest lecturers. Student may be required to undertake research projects.   |
| Discussion         | Interactive meetings, typically scheduled in combination with a lecture or lab. May include but is not limited to demonstrations, hands-on engagement with course material, case studies, and/or field experiences. |
| Individual Studies | Courses where students work on an individualized basis with a faculty member. Activities may include but are not limited to research, thesis/dissertation work, final recitals, and internships.                    |
| Lab                | Supervised laboratory, field experimentation, experiential learning or observation, incorporating practical experience.   |
| Lecture            | Instructor-led courses primarily focused on communicating a body of knowledge or information and explaining ideas or principles. Standard course type.  |

| Existing Policy |   |  |  | Proposed Edit   |  |
|-----------------|---|--|--|---|--|
| Discussion      | Interactional meeting typically serving as a secondary component that can include activities such as demonstrations, hands-on engagements, case studies, field experiences. | At least 15 contact hours of recitation, lecture, discussion, testing or evaluation, seminar, or colloquium, as well as a minimum of 30 hours of student homework is required for each unit of credit.   |  | Practicum   | Practical application of previously studied theory and the collection of data for future theoretical interpretation, either individually or in groups.   |
|                 |   |  |  | Seminar   | Development and exchange of scholarly information, with students conducting research and sharing the results through discussion, reports, and/or papers. |
|                 |   |  |  | Studio  | Supervised creative instruction either individually or in groups incorporating practical experiences, artistic endeavors, and/or rehearsals.**           |
|                 |   |  |  | Workshop  | Practical application of theoretical learning, featuring an exchange of ideas, practical methods, skills, principles, and/or experiential learning.      |
| Studio          | A course set aside for supervised creative and/or artistic endeavors incorporating practical experiences and possibly individualized instruction.                           | Studios must involve at least 30 contact hours and at least 15 hours of homework for each unit of credit.<br><i>*Note: Music instruction and specialized types of music performance offerings must conform to the requirement for accreditation of the National Association of Schools of Music.</i> |  | <p>*Clinical courses follow the same contact hour requirements as Practicum courses.</p> <p>**Music instruction and specialized types of music performance offerings must conform to the requirement for accreditation of the National Association of Schools of Music.</p> |  |
|                 |   |  |  |   |  |

(Add in as related resource: [examples compiled by the Office of Digital Learning](#))