

## DEAC Minutes

September 24, 2008

Attending: Schramm, Bronson, Chenoweth, Pfeiffer-Luckett, Yu,

Excused: Schulz, Smith

The following hybrid courses guidelines were recommended to the Dean for acceptance.  
(Please note that these are only recommendations and have not been accepted at this time.)

### Hybrid Course Policies in the UW-Whitewater College of Business and Economics

#### Definition:

Hybrid courses within the College of Business and Economics represent a pedagogical venue that combines face-to-face instruction with online and/or other alternate forms of learning.

#### Policies:

In order to ensure high quality instruction within the College of Business and Economics, the following policies apply to the instructional method defined as a "hybrid" class:

- Hybrid courses require a minimum 50 percent classroom component over the semester; as specified in the schedule of classes and noted in WINS.
- The online portion of hybrid classes must comply with the applicable Quality Matters guidelines.
- The approval for scheduling hybrid courses lies with the department chair and the Dean.
- Student evaluations are required for all hybrid courses regardless of the session in which the course is offered. (This policy may be subject to revision after a sufficient history of student responses to hybrid courses has been established.)

Hybrid courses should comply with the following UW System policy:

"The UW System standard for work required per credit is that students are expected to invest at least 3 hours of combined in-class and out-of-class work per week for each academic unit (credit) of coursework; thus, a 3-credit course will typically require a minimum of 9 hours work per week (144 hrs./semester)."

Submitted by

Robert M. Schramm