

## Undergraduate courses are categorized according to the following classifications:

**Traditional:** Courses categorized as traditional should include at least one of the following:

- traditional instruction via face-to-face classroom meetings
- laboratory meetings and other instructor supervised educational activities
- in classroom tests, exams, student presentations, discussions, etc.

Traditional courses are not required to be DECIDE Certified.

Colleague code - LE

**Blackboard-Enhanced:** The line between Blackboard-enhanced and blended/hybrid may seem blurred. If a professor chooses to Blackboard-enhance a course, he or she is still expected to meet with his or her class each scheduled class period. Blackboard enhancement is a great tool; however, this designation does not authorize professors to teach their course via a blended/hybrid or online platform.

Blackboard-Enhanced courses are not required to be DECIDE Certified.

Colleague code - LE

**Blended/Hybrid:** A blended/hybrid course consists of a combination of face-to-face and online educational instructional opportunities as designed by the instructor. Online educational instructional opportunities may include lecture, independent study, visual electronic interaction and other online communication. A course is blended/hybrid when up to 49% of the instructional minutes are delivered via an electronic platform. In the event a blended/hybrid course exceeds more than 49% of the minutes of instruction being offered online, the blended/hybrid course will become an online course.

Blended/hybrid classes are required to be DECIDE Certified

Colleague code - BL

**Online:** An online course utilizes online tools and resources to deliver 50% or more class content, discussion, quizzes, exams, etc.

Online courses are required to be DECIDE Certified

Colleague code – NT for Extended Programs Courses and NET of Main Campus Courses

**Course Classification by Minutes of Instruction and Mode of Delivery**

	Traditional		Blackboard Enhanced		Blended/Hybrid		Online	
	face	online	face	online	face	online	face	online
1 Hour (700 minutes)	700	0	700	0	≥ 357	≤ 343	0	700
2 Hours (1400 minutes)	1400	0	1400	0	≥ 714	≤ 686	0	1400
3 Hours (2100 minutes)	2100	0	2100	0	≥ 1071	≤ 1029	0	2100
4 Hours w/lab (4200 minutes)	4200	0	4200	0	≥ 2142	≤ 2058	0	4200

Approved: Deans' Council – March 5, 2014