

Working Definitions for Course Delivery Methods Traditional, and Online/Distance Learning

COURSE Definitions:

- **Internet:** Courses conducted via web-based instruction and collaboration. **May** require minimal campus attendance, face-to-face orientation or in-person/proctored examinations. Credit bearing course that replaces 80% or more of face-to-face seat time with technology enhanced instruction. The 80% refers to **required** attendance/participation. For a three-credit class, this would be no more than NINE (9) REQUIRED hours face-to-face, with the remainder online.
- **Blended/Hybrid:** Credit bearing course that replaces 30% - 79% of face-to-face seat time with technology enhanced instruction. For a three-credit class, this would be between 9 and 22.5 REQUIRED hours online with the rest of the required class time face-to-face.
- **Web-Enhanced:** Credit bearing course that includes a combination of media, including classroom-based, face-to-face instruction and technology enhanced instruction. The technology-enhanced portions of the course should replace no more than 29% of face-to-face seat time. For a three-credit class, this would be no more than 22 REQUIRED hours online.
- **Face-to-Face (F2F) Classroom Instruction:** Traditional classroom environment where the instructor and the students are not separated by geographic space or time.

PROGRAM Definitions

- **Internet/Distance Program:** Programs where at least 80% of all courses are delivered via web-based instruction, videoconferencing, or at an off campus. The programs **MAY** require minimal campus attendance, a face-to-face orientation or in-person/proctored examinations. (80% of a 120-hour program would be 96 credit hours offered online/distance; 80% of a 36 hour program would be that 28.8 credit hours are online.)
- **On Campus Program:** Traditional classroom environment where the instructor and the students are not separated by geographic space or time. Courses may be offered online, web-enhanced, or F2F as long as the **MAJORITY** of the course work (not more than 80%) would be online/distance. Students in these programs would be required to live in or close to the area.

Other definitions:

- **Video Streaming/Interactive Videoconferencing:** Courses delivered on web via synchronous video streaming, supplemented by additional web activities, projects or exams. This category assumes that students are required to attend the synchronous video streaming sessions, wherever they are scheduled.
- **Video Streaming/Reduced Seat Time:** Courses delivered on web via video streaming, supplemented by additional web activities, projects or exams. This category assumes that students are NOT required to attend the synchronous video streaming sessions.
- **Computer-based Training:** Instruction that is delivered via a computer program in place of a live instructor. May be delivered via online, CD, LAN or Internet.