

Units X Hrs	CS #	APDB Code	Description	Typical Examples and Comments	Weekly Class Hrs Per Unit of Credit	Normal Class Size			Workload K-Factor	WTU
						LD	UD	GD		
1 Unit = 1 Hr	C1	01	Large Lecture	Lecture courses in any discipline with more than 50 enrollments.	1	facility limits (50)			1.00	WTU = K-Factor X Units
	C2	02	Lecture Discussion	Lecture courses in any discipline in which class participation is a planned portion of the instructional method.	1	40	40	40	1.00	
	C3	03	Lecture - Composition Lecture - Counseling Lecture - Case Study	Business, education, English, and psychology courses in which students write, are counseled or study law cases.	1	30	30	30	1.00	
	C4	04	Lecture - Recitation (Discussion)	Courses in any discipline in which student participation (discussion) is the primary instructional method.	1	25	25	25	1.00	
	C5	05	Seminar	Courses in any discipline using seminar methods of instruction.	1	20	20	15	1.00	
	C6	06	Seminar / Clinical Demonstration	Nursing and psychology courses in clinical processes and education involving individual testing, such as driver training in a simulator.	1	20	10	10	1.00	
1 Unit = 2 Hrs	C7	07	Fine Arts and Science Activities	Art, anthropology and science activities.	2	24	24	24	1.30	
	C8	08	Education Workshops and Social Science Activities	Includes methods taught on an activity basis in education and subject areas.	2	30	30	30	1.30	
	C9	09	Music Activity	Does not result in a major public (large group) performance.	2	40	40	40	1.30	
	C10	10	Music Activity	Instrumental or vocal instruction (small group).	2	10	10	10	1.30	
	C11	11	Physical Education and Recreation Activity	Gym classes or intramural sports if credit is given.	2	30	30	30	1.30	
	C12	12	Speech, Drama, and Journalism Activity	Class work in debate, acting, and publication; no public performances involved.	2	20	20	20	1.30	
	C13	13	Technical Activities and Laboratories	Courses involving the use of business and other machines; accounting, geography, foreign languages, home economics, psychology, library science, photography, engineering, industrial arts, agriculture, mathematics and statistics.	2	facility limits (24)			1.30	
	C14	14	Remedial Course Activities	Courses for students admitted as exceptions only.	2	15	15	15	1.30	
1 Unit = 3 Hrs	C15	15	Technical Activities and Laboratories	Laboratories in art, foreign languages, home economics, industrial arts, physical education, speech correction, cartography, audio-visual, mathematics, library science, political science.	3	facility limits (24)			1.50	
	C16	16	Science Laboratories	Laboratories in natural science, life science, psychology, natural resources, agriculture, engineering, meteorology and photography.	3	facility limits (24)			2.00	
	C17	17	Clinical Practice Laboratories Off-Campus	Nursing, social work.	3	8	8	8	2.00	
	C18	18	Major Intercollegiate Athletic Sport Activities	Football, basketball, track and field, wrestling, swimming, etc.; limited to four sports per year.	3 or more	20	20	-	6.00	
	C19	19	Minor Intercollegiate Athletic Sport Activities	Other sports not listed as C18.	3 or more	20	20	-	3.00	
	C20	20	Performance / Production Activities	Production courses in art, drama, journalism, music, photography, radio-TV, debate; results in a major public performance, showing, or distribution.	3 or more	20	20	20	3.00	
	C21	21	Performance / Production Activities	Major performance groups, such as orchestra, bands and choruses.	3 or more	40	40	40	3.00	
WTU = S-Factor X # of Students	S23	23	Social Work Supervision	Graduate level social work only. Faculty - student contact averages 3 hours per week.	varies	-	-	12	1.000 per Student	
	S24	24	Practice Teaching	Undergraduate - all disciplines. Faculty - student contact averages 2 hours per week.	varies	18	18	18	0.667 per Student	
	S25	25	Practice Teaching, Workstudy, Thesis Project and Independent Study	Undergraduate - practice teaching and graduate level public school nursing - all disciplines. Faculty - student contact averages 90 minutes per week.	varies	-	25	25	0.500 per Student	
	S36	36	Independent Study, Field Work, Studio Instruction, Supervised Activities	Undergraduate - all disciplines. Faculty - student contact averages 1 hour per week.	varies	36	36	36	0.333 per Student	
	S48	48	Independent Study, Studio Instruction, Supervised Activities	Undergraduate - all disciplines. Faculty - student contact averages 45 minutes per week.	varies	48	48	48	0.250 per Student	
	C77	77	Peer-taught Courses, ROTC or Non-Workload Instruction which is not state supported	Courses which generate no workload for faculty, but generate FTES for the campus and are not state supported.	varies	N/A	N/A	N/A	0.00	
	C78	78	Non-traditional instruction, examination, or evaluation (workload is assigned)	Courses which generate credit by examination or evaluation, or which are taught in modes not described by the formulas. Faculty workload is assigned. All 78 courses are state supported.	varies	N/A	N/A	N/A	0.00	

C1 through C4 = **Lecture**, C5 = **Seminar**, C6 = **Clinical**, C7 through C14 and C18 through C21 = **Activity**
 C15, C16, C17 = **Laboratory**, C78 = **Tutorial**, S23-S25, S36, S48 = **Supervision**
 07/29/2021