

Course Classification System

Please note that the class sizes shown on this table are "normative class sizes," and were never intended to serve as either upper or lower enrollment limits. They were supposed to be representative of the typical sizes for course sections assigned a particular classification number (the mode) and taught at a particular level. These numbers were originally developed in the 1970s as the basis for the mode-and-level staffing formula. This table is included in the Curriculum Handbook because it may still have some value as a rough guideline in determining appropriate enrollment limits. **The asterisk (*) stands for the facility limits.**

*WIHs are on a semester length basis and are doubled for courses meeting for only half of the semester.

WTU = CCU x K

	C/S #	APDB CODE	SHORT DESCRIPTION	LONG DESCRIPTION/ TYPICAL EXAMPLES	CONTACT HOURS PER UNIT	NORMATIVE CLASS SIZE			WORKLOAD WEIGHING FACTOR (k)	COURSE CREDIT UNITS (CCU)	WEEKLY INSTRUCTIONAL HOURS (WIH)	WEIGHTED TEACHING UNITS (WTU)	
						LD	UD	GD					
Lectures	C-01	LEC	01 A	Large lecture	Any discipline with more than 50 enrollments.	1	*	*	*	1	1	1	
	C-02**	LEC	02 B	Lecture / discussion	Any discipline where class participation is planned.	1	40	40	40				
	C-03	LEC	03 C	Lecture activity	Business, Education, English and Psychology courses with writing, counseling or case studies.	1	30	30	30				
	C-04	SEM	04 D	Discussion	Any discipline where discussion is primary activity.	1	25	25	25				
	C-05	SEM	05 E	Seminar	Any discipline with seminar method.	1	20	20	15				
	C-06	SEM	06 F	Clinical process	Nursing and Psychology clinical process or education involving individual testing.	1	20	10	10				
Activities	C-07**	ACT	07 G	Arts and Science activity	Art, Anthropology and Science activities.	2	24	24	24	1.3	1	2	1.3
	C-08	ACT	08 H	Workshops and Social Science activities	Method activities in Education and subject areas.	2	30	30	30				
	C-13	ACT	13M	Technical activities and lab	Use of business and other machines.	2	*	*	*				
	C-14	ACT	14 N	Remedial courses	Students admitted as exceptions only.	2	15	15	15				
Performance/Production Activities	C-09	ACT	09 I	Music activities - large group	Does not result in major public performance.	2	40	40	40	1.3	1	2	1.3
	C-10	ACT	10 J	Music activities - small group	Instrumental or Vocal instruction.	2	10	10	10				
	C-12	ACT	12 L	Speech, Drama, Journalism activities	Debate, acting and publication - no public performances.	2	20	20	20				
	C-20	ACT	20 T	Major performance	Art, Drama, Journalism, Music, Photography, Radio-TV, Debate – results in public performance, showing or distribution.	3+	20	20	20				
	C-21	ACT	21 U	Music performance	Performance groups – orchestra, bands, and choruses.	3+	40	40	40				
Athletic Activities	C-11	ACT	11 K	P.E. and rec activities	Gym or intramural sports for credit.	2	30	30	30	1.3	1	2	1.3
	C-18	ACT	18 R	Major intercoll. Sports	Football, Basketball, Baseball, Etc.	3+	20	20	-	6	-	-	-
	C-19	ACT	19 S	Minor intercoll. Sports	Other sports not listed as Athletics.	3+	20	20	-	3	-	-	-
Lab/Act Hybrid	C-15	LAB	15 O	Technical activities and lab	Art, Foreign Languages, Nutrition, Technology, Kinesiology, Speech Pathology, Mathematics, Cartography, Library and Information Science and Political Science.	3	*	*	*	1.5	1	3	1.5
	C-16**	LAB	16 P	Science Laboratories	Natural Science, Life Science, Psychology, Natural Resources, Engineering, Meteorology and Photography.	3	*	*	*	2	1	3	2
C-17	LAB	17 Q	Clinic off-campus	Nursing and Social Work.	3	8	8	8					

** used by most courses in that category

***When there are 2 different lecture components (e.g. large lecture & breakout) a second C/S # is used (often C-04) is used for the breakout.

**** Online courses are generally assigned to C-02 as there are not modes created specifically for online courses.

	SUPERVISION #	APDB CODE	SHORT DESCRIPTION	LONG DESCRIPTION/ TYPICAL EXAMPLES	CONTACT HOURS	NORMATIVE CLASS SIZE			WEIGHTED TEACHING UNIT PER STUDENT (s)	
						LD	UD	GD		
Courses Without Workload	C-77	SUPV	77 1	Peer-taught courses, ROTC, non workload	Generate no workload – not state supported.	Varies	-	-	-	0.0
	C-78	SUPV	78 2	Nontraditional instruction	State supported – credit by exam or non-traditional courses.	Varies	-	-	-	0.0
Supervision Courses	S-1 (48)	SUPV	48 Z	Independent study, studio instruction	Undergraduate – all disciplines.	0.75	48	48	48	0.25 (1/4 unit)
	S-2 (36)	SUPV	36 Y	Independent study, studio instruction	Undergraduate – all disciplines.	1	36	36	36	0.33 (1/3 unit)
	S-3 (25)	SUPV	25 X	Student teaching	Undergraduate Practice Teaching, Graduate Public School Nursing – Graduate all disciplines.	1.5	-	25	25	0.5 (1/2 unit)
	S-4 (24)	SUPV	24 W	Work study, thesis	Undergraduate – All disciplines.	2	18	18	18	0.67 (2/3 unit)
	S-5 (23)	SUPV	23 V	MSW fieldwork	Graduate Level Social Work only.	3	-	-	12	1.0 (1 unit)

For supervision courses, the workload credit a supervisor receives is totally unrelated to the units value of the course. Faculty workload credit is a function of the classification of the course and the number of students enrolled in the course.

Calculate workload for supervision by multiplying the number of students supervised by the S-factor WTU per student.

Example of Supervision Formula Calculation:

Two different students are enrolled in a section of undergraduate independent study (S-48). The faculty supervisor will receive .25 WTU for each student. The workload-weighting factor is the weighted teaching units per student. Two students, therefore, generate .5 WTU for the faculty member.