

3357:13-14-091 Contact Hour Fee Calculations Procedure

(A) Procedure

The formulas below will be utilized when computing the contact hour fee for all courses where the credit hour varies from the number of hours the faculty spends in some form of instruction.

(1) Contact Fee for a course with a Lab Component

$(\text{Highest Adjunct Rate} \times \text{STRS Institutional Contribution} \times 16 \text{ Weeks}) \times (\text{Lecture hours} + \text{Lab Hours} - \text{Credit Hours}) / \text{Max seat enrollment OR average number of students across all sections of the course.}$

(2) Contact Fee per Directed Practice- Please note: load hours are allocated 1 credit hour per student

$(\text{Highest Adjunct Pay} \times \text{STRS Institutional Contribution} \times 16 \text{ Weeks}) - \text{Cost per Credit Hours paid by the student}$

(3) Contact Fee per Practicum- Please note: load hours are allocated 0.5 credit hour per student

$[(\text{Highest Adjunct Pay} \times \text{STRS Institutional Contribution} \times 16 \text{ Weeks}) - \text{Cost per Credit Hours paid by the student}] / 2$

(4) Contact Fee per Cooperative Work Experience or Field Experience - Please note: load hours are allocated 0.25 credit hour per student

$[(\text{Highest Adjunct Pay} \times \text{STRS Institutional Contribution} \times 16 \text{ Weeks}) - \text{Cost per Credit Hours paid by the student}] / 4$

(B) Summary

- (1) Directed Practice = 5 student directed practice hours per week to 1 credit hour (NCSC faculty member visits each student weekly)
- (2) Practicum = 7 student practicum hours per week to 1 credit hour (NCSC faculty member visits each student every two weeks)
- (3) Cooperative Work Experience = 10 student cooperative work experience hours per week to 1 credit hour (NCSC faculty member visits each student once per term)

Effective: October 25, 2016

Expires: January 1, 2023

Review dates: 10/25/16, 1/23/18